

## EDI Annual Certification Frequently Asked Questions

### **What is the 450 number?**

This is your previously assigned submitter number. The first three digits are always 450. If you are a first time submitter, or if your submitter number has expired by failing to renew, you will need to contact the Provider Enrollment department (not EDI) at (225) 216-6370.

### **Do I need to put my Provider Number on the form?**

Yes. It should be entered in the first 7 boxes on the first row. A new form must be submitted for each unique Provider Number.

### **Do I need to put my NPI Provider Number?**

Yes. It should be entered in the 10 boxes below the Provider Number/ Submitter Number.

### **What do I put for the Submitter Name and contact person?**

The submitter name should be the name that is attached to the 450 number entered at the top of the page. It could either be the Individual Provider Name, Third Party Biller's Company's Name, or, if it is for an entity provider that has their own submitter number, it would be that name.

### **Which box do I check where it asks do you submit your own claims or do you go through a third party biller?**

Whoever is the one submitting actual claim files is the submitter and needs to have their information listed on the form. Sometimes, both a provider and their vendor or clearing house have a submitter number, but the vendor or clearing house is the one submitting the claim files. In that case, it is the third party biller that is doing the submitting, not the provider. We need to know who to contact with relation to claims file submissions.

### **At the bottom of the form, which box do I check off? Is it 837P, 837I, or 837D?**

**837P** is for Professional, DME, Rehab, Ambulance Transportation, and EPSDT/Kidmed claims.

**837I** is for Inpatient Hospital, Outpatient Hospital, Home Health, LTC, ADHC, ICF/MR, SNF, and Hospice claims.

**837D** is for Dental-Adult and EPSDT.

For further assistance, call the EDI department at (225) 216-6303.