

Louisiana Medicaid National Provider Identifier (NPI) Registration Form Instructions

Once you receive your NPI, you must register it with Louisiana Medicaid. This can be done via the registration form or online with an NPI application located in the secured area of the Louisiana Medicaid website at www.LAMedicaid.com. The registration form can also be used for updating existing registration information by selecting the updated box in the registration type field.

If you **have not** obtained an NPI, you can apply online free of charge, by visiting the National Plan and Provider Enumeration System website at <https://nppes.cms.hhs.gov> or by calling 1-800-465-3203 to request a paper application. **The Federally mandated compliance date is May 23, 2008 and will require you to submit your electronic claims with only the NPI.**

Louisiana Medicaid strongly urges providers to obtain a unique NPI for each active 7 digit Louisiana Medicaid Provider ID number – (One-to-One registration). You must indicate if you are an Organization or Individual provider. In most instances Individuals will file only one registration form.

Individuals who are licensed as either an LLC or Incorporated must include their Medicare NPI Group Number and identify it in the Organization field when filing their individual registration (see example 2).

Group practices need to register the NPI associated with the group Medicaid provider number, as well as identify all the NPI's assigned to the individual practitioners within the group practice, utilizing as many registration forms as necessary (see example 1).

Example 1 – Individual Practitioner NPI within a Group Practice:

Louisiana Medicaid Provider #							NPI Number											Organization	Individual
1	4	0	7	7	1	2	1	2	3	4	5	6	7	8	9	0	✓		
1	2	7	5	4	5	0	1	8	9	4	5	2	6	7	4	4		✓	

Example 2 – Individuals licensed as an LLC or Incorporated and their Medicare NPI Group Number:

One Louisiana Medicaid Provider #							NPI Number											Organization	Individual
1	4	0	7	7	1	2	1	2	3	4	5	6	7	8	9	0	✓		
1	4	0	7	7	1	2	1	8	9	4	5	2	6	7	4	4		✓	

If you have a single NPI which crosswalks to multiple Medicaid Provider Numbers, the NPI will have a "One-to-Many " match. If this occurs, a "Tie Breaker" solution using taxonomy or your Zip Code + 4 (obtained from the post office) will determine the appropriate Medicaid Provider Number to receive proper payment. Taxonomy codes can be obtained by visiting the Washington Publishing Company website at www.wpc-edi.com. If the tie breaker does not match to one Medicaid Provider Number, **claims will be denied.**

One-to-Many Registration – One NPI Number Assigned to Multiple Medicaid Numbers

Note these examples:

LA Medicaid ID							NPI Number										Taxonomy									
1	7	0	2	8	4	6	1	7	0	8	3	1	5	6	5	1	2	8	1	P	0	0	0	0	0	X
1	5	0	6	6	6	4	1	7	0	8	3	1	5	6	5	1	2	5	1	E	0	0	0	0	0	X

LA Medicaid ID							NPI Number										Zip Code + 4									
1	2	7	5	4	5	0	1	8	0	0	6	4	3	5	4	5	7	0	8	0	9	4	3	6	1	
1	6	2	9	2	8	6	1	8	0	0	6	4	3	5	4	5	7	0	7	6	7	0	0	0	0	
1	4	0	7	7	1	2	1	8	0	0	6	4	3	5	4	5	7	0	7	7	4	5	4	9	2	

If you have any questions about registering your NPI, please contact the Louisiana NPI Assistance Line at (225) 216-6400 leaving your name, telephone number, and Louisiana Medicaid Provider Number. A representative will return your call or you may e-mail questions to LAMedicaidNPI@unisys.com.

