

# IDAHO MEDICAID REIMBURSEMENT POLICY: REQUIREMENTS FOR ORDERING, REFERRING AND PRESCRIBING (ORP) PROVIDERS

2.0

## I. POLICY METADATA

1. Policy Type: Division Wide
2. Policy Status: Effective 9/1/2017
3. Policy Author: MCU Policy Team
4. Initial Effective Date: 4/1/2017
5. Last revised Date: 9/1/2017
6. Revision Approval Date: 9/1/2017
7. Next Review Date: 9/1/2018

## II. DEFINITIONS

**Ordering, Referring or Prescribing (ORP) Providers:** Any physician or other approved health care provider who writes orders, prescriptions or referrals for Medicaid participants for healthcare services or supplies.

## III. BACKGROUND

Federal Medicaid Regulations require the State Medicaid Agency to enroll and screen all Providers. Providers who are not the billing provider but who order, refer or prescribe treatments, supplies or services for Medicaid participants, must be identified on any claim for Medicaid reimbursement. The billing provider cannot be paid if the ORP provider's name and NPI are not on the claim or if the ORP provider is not enrolled with Medicaid (as specified in Section IV of this policy). This policy defines Idaho Medicaid's requirements for reimbursement when services or supplies are ordered, referred or prescribed for Idaho Medicaid participants.

## IV. GENERAL REQUIREMENTS

Based on the State of Idaho's medical licensing structure and statutes, the following individual provider types may order, refer, or prescribe healthcare services or supplies for participants of the Idaho Medicaid program. These services or supplies must be requested in accordance with the provider's scope of practice and their licensure, which includes any certifications or credentials they possess.

- Dentists
- Nurse Practitioners
- Optometrists
- Physicians
- Physician Assistants
- Podiatrists
- Psychologists (*\*See FAQ's on page 4 of this policy regarding school psychologists.\**)

### a. Billing providers must:

- Ensure all ORP providers have NPIs and are enrolled with Idaho Medicaid
- Obtain the name and the NPI of the (ORP) provider and include it on their claim for reimbursement.
- Retain all documentation to support services billed

**b. ORP providers must:**

- Enroll with Idaho Medicaid, regardless of their intent to not bill Idaho Medicaid for services.
- Complete ORP enrollment application
- Complete Idaho Medicaid Provider Agreement
- Retain all documentation to support services ordered including the establishment of medical necessity for the services, equipment or supplies

*(\*See Appendix-A, on page 4 of this policy, for a complete list of billing provider specialties who are subject to Section-IV.a. of this policy.)*

## **V. POLICY**

Idaho Medicaid will not reimburse for any service or supply prescribed, ordered or referred by a provider who is not enrolled with Idaho Medicaid or whose name and National Provider Identifier (NPI) is not included on the claim for reimbursement.

## **VI. REIMBURSEMENT**

No reimbursement is available for claims that do not include the name and NPI for the ORP. Claims will be denied if the service or product has been requested by a provider who is not enrolled as specified in Section III of this policy.

## **VII. REFERENCES**

**a. Federal Regulations**

**42 CFR 455.410 – Enrollment and screening of providers**

- The State Medicaid agency must require all enrolled providers to be screened under to this subpart.
- The State Medicaid agency must require all ordering or referring physicians or other professionals providing services under the State plan or under a waiver of the plan to be enrolled as participating providers. (c) The State Medicaid agency may rely on the results of the provider screening performed by any of the following:
  - Medicare contractors.
  - Medicaid agencies or Children's Health Insurance Programs of other States.

**b. Idaho Medicaid Rules (<http://adminrules.idaho.gov/rules/current/16/0309.pdf>)  
IDAPA 16.03.09.210.06**

**c. Idaho Medicaid Provider Handbooks ([www.idmedicaid.com](http://www.idmedicaid.com))  
**General Provider and Participant Information; Section 2.2.3.1****

**d. Medicaid Provider Bulletin ([www.idmedicaid.com](http://www.idmedicaid.com))  
September 2017 edition  
“Edits Will Change from Warn to Deny on October 1, 2017”**

**e. Medicaid Provider Enrollment Compendium (MPEC)  
1.5.1 Enrollment Requirements for Specific Provider Categories  
1.5.2 When Screening is Required**

**f. Frequently Asked Questions ([www.idmedicaid.com](http://www.idmedicaid.com))**

**Enrollment for Non-Billing Ordering and/or Referring Physicians and Practitioners Implemented**

Federal Regulations (42 CFR 455.410) require the enrollment of all non-billing physicians and practitioners. The first phase of implementing these changes is the enrollment phase. The regulation also requires the inclusion of the ordering/referring provider on the billing provider’s claims for reimbursement.

Medicaid has established a streamlined process to enroll non-billing individuals whose only relationship with the Idaho Medicaid program is to refer for specialized care or order items or services. This enrollment method is not for providers who want to submit claims to Idaho Medicaid for reimbursement for their services. This enrollment is for individuals only, not a facility or group provider. To obtain a streamline, non-billing provider enrollment form, call Idaho Medicaid Provider Enrollment toll free at 1 (866) 686-4272 or local 1 (208) 373-1424.

**Q1. Who is a non-billing ordering and referring physician or practitioner?**

**A1.** Any physician or other professional practitioner listed in Section III of this policy.

**Q2. I'm enrolled as a billing provider with Idaho Medicaid. What will happen if I don't include the ordering/referring provider on my claims?**

**A2.** Claims submitted, without the ORP, will deny for payment.

**Q3. What if I chose not to enroll with Idaho Medicaid as a non-billing provider but continue to order, refer or prescribe for Medicaid patients?**

**A3.** Failure to enroll as a non-billing ordering and/or referring provider will result in the patient's claim for the specialized care or ordered services/items being denied payment by Idaho Medicaid.

**Q4. What if I want to enroll with Idaho Medicaid as a billing provider after I enrolled as a non-billing provider?**

**A4.** If a provider has enrolled using this streamline enrollment process for the sole purpose of ordering or referring services to Medicaid participants and later wishes to become a billing provider, call Idaho Medicaid Provider Enrollment toll free at 1 (866) 686-4272 or local 1 (208) 373-1424.

**Q5. I am enrolled as a Group with Idaho Medicaid. Can I add a non-billing ordering or referring provider to my group?**

**A5.** No, non-billing ordering or referring providers must be enrolled as individual providers only

**Q6. Are Medicare Cross-Over claims subject to these requirements?**

**A6.** Idaho Medicaid does not require ORP provider enrollment for automatic Medicare crossover claims. However, Medicaid crossovers submitted directly to Idaho Medicaid by the provider will be subject to ORP requirements.

**Q7. If I am a non-licensed resident or an intern, am I subject to these requirements?**

**A7.** Interns and non-licensed residents do not qualify to enroll as Idaho Medicaid ORP providers. They must use the NPI of the teaching, admitting or supervising physician on the claim.

**Q8. If I am an out-of-state provider, am I subject to these requirements?**

**A8.** Enrollment in another state's Medicaid program does not exempt a provider from the requirement to enroll with Idaho Medicaid. If an Idaho Medicaid participant is out-of-state and receives services in an emergency room or hospital, the ORP provider must enroll with Idaho Medicaid including physicians or other professionals employed at the hospitals or other health care facilities, if they are providing care for Idaho Medicaid participants.

**Q9. I am a licensed school psychologist, am I subject to these requirements?**

**A9.** School psychologists licensed by the State of Idaho are not subject to these requirements based on their unique licensure.

[\(See section 1.5.1 Enrollment Requirements for Specific Provider Categories of the Medicaid Provider Enrollment Compendium \(MPEC\) for additional information.\)](#)

## APPENDIX – A

Billing provider specialties who must report the name and NPI of enrolled ORP providers include:

- Assistive Technology Supplier
- Audiologist
- Behavior Consultant/Crisis Management
- Clinic/Center
- Clinical Neuropsychologist
- Diabetes Educator
- Diagnostic Services
- Dialysis Unit
- Dietician, Registered
- Durable Medical Equipment Suppliers
- General Acute Care Hospital (*to include Critical Access Hospital, and other specialties as identified on page 5 of this policy*)
- Hearing Aid Vendor
- Home Health Agencies
- Hospice
- Laboratory
- Long Term Care Hospital
- Medicare Defined Swing Bed Unit
- Military Hospital
- Nursing Agency (PDN)
- Occupational Therapist
- Optometric Supplies
- Pharmacy
- Pharmacy DME
- Pharmacy Unit Dose
- Physical Therapist
- Portable X-Ray
- Prosthetic/Orthotic Supplier
- Psychiatric Hospital
- Psychiatric Unit
- Radiology Technologist
- Registered Nurse Independent (PDN)
- Rehabilitation Hospital
- Rehabilitation Unit
- School Bases Services
- Skilled Nursing Facility
- Social Worker
- Specialist/Technologist
- Supplies Only

SPECIALTY	DESCRIPTION
C00307112	ASSISTIVE TECHNOLOGY SUPPLIER
C00306226	AUDIOLOGIST
C00304559	AUDIOLOGIST - ASSISTIVE TECHNOLOGY PRACTITIONER
C00304557	AUDIOLOGIST - ASSISTIVE TECHNOLOGY SUPPLIER
C00304561	AUDIOLOGIST - HEARING AID FITTER
C00304639	BEHAVIOR CONSULTANT/CRISIS MANAGEMENT
C00304605	CLINIC/CENTER - AMBULATORY SURGICAL
C00304619	CLINIC/CENTER - HEARING & SPEECH
C00307522	CLINIC/CENTER - PHYSICAL THERAPY FACILITY
C00342602	CLINIC/CENTER - RADIOLOGY, MOBILE
C00304609	CLINIC/CENTER -BIRTHING
C00311794	CLINICAL NEUROPSYCHOLOGIST
C00311796	CLINICAL NEUROPSYCHOLOGIST - CLINICAL
C00305205	DIABETES EDUCATOR
C00304621	DIAGNOSTIC SERVICES
C00304599	DIALYSIS UNIT
C00306232	DIETICIAN, REGISTERED
C00304677	DIETICIAN, REGISTERED - NUTRITION, METABOLIC
C00304679	DIETICIAN, REGISTERED - NUTRITION, PEDIATRIC
C00304681	DIETICIAN, REGISTERED - NUTRITION, RENAL
C00304691	DURABLE MEDICAL EQUIPMENT & MED. SUPP. - DIALYSIS
C00304685	DURABLE MEDICAL EQUIPMENT & MED. SUPP. - OXYGEN
C00304687	DURABLE MEDICAL EQUIPMENT & MED. SUPP. - PARENTERAL/ENTERAL
C00304689	DURABLE MEDICAL EQUIPMENT & MEDICAL SUPPLIES
C00304733	GENERAL ACUTE CARE HOSPITAL
C00304735	GENERAL ACUTE CARE HOSPITAL - CHILDREN
C00304737	GENERAL ACUTE CARE HOSPITAL - CRITICAL ACCESS
C00304739	GENERAL ACUTE CARE HOSPITAL - RURAL
C00304741	GENERAL ACUTE CARE HOSPITAL - WOMEN
C00304745	HEARING AID VENDOR
C00304751	HOME HEALTH
C00307586	HOSPICE
C00304809	LABORATORY - CLINICAL MEDICAL LABORATORY
C00304813	LONG TERM CARE HOSPITAL
C00304815	MEDICARE DEFINED SWING BED UNIT
C00304817	MILITARY HOSPITAL
C00304819	MILITARY HOSPITAL - MILITARY GENERAL ACUTE CARE HOSPITAL
C00304869	NURSING AGENCY (PDN)
1008	OCCUPATIONAL THERAPIST
C00304897	OCCUPATIONAL THERAPIST - PEDIATRICS
C00304160	OPTOMETRIC SUPPLIES
C00305015	PHARMACY - CLINIC
C00305017	PHARMACY - COMMUNITY/RETAIL

C00305019	PHARMACY - HOME INFUSION THERAPY
C00305021	PHARMACY - INSTITUTIONAL
C00307107	PHARMACY - MAIL ORDER
C00305025	PHARMACY - SPECIALTY
C00304162	PHARMACY DME
C00305023	PHARMACY UNIT DOSE
C00305035	PHYSICAL THERAPIST
C00305037	PHYSICAL THERAPIST - CARDIOPULMONARY
C00305039	PHYSICAL THERAPIST - ELECTROPHYSIOLOGY, CLINICAL
C00305041	PHYSICAL THERAPIST - ERGONOMICS
C00305043	PHYSICAL THERAPIST - GERIATRICS
C00305045	PHYSICAL THERAPIST - HAND
C00305047	PHYSICAL THERAPIST - HUMAN FACTORS
C00305049	PHYSICAL THERAPIST - NEUROLOGY
C00305051	PHYSICAL THERAPIST - ORTHOPEDIC
C00305053	PHYSICAL THERAPIST - PEDIATRICS
C00305055	PHYSICAL THERAPIST - SPORTS
C00342600	PORTABLE X-RAY SUPPLIER
C00305093	PROSTHETIC/ORTHOTIC SUPPLIER
C00305095	PSYCHIATRIC HOSPITAL
C00305097	PSYCHIATRIC UNIT
C00305123	RADIOLOGIC TECHNOLOGIST
C00305127	RADIOLOGIC TECHNOLOGIST - BONE DENSITOMETRY
C00305129	RADIOLOGIC TECHNOLOGIST - CARDIAC - INTERVENTIONAL TECH.
C00305131	RADIOLOGIC TECHNOLOGIST - CARDIOVASCULAR INTERVENTIONAL
C00305133	RADIOLOGIC TECHNOLOGIST - COMPUTED TOMOGRAPHY
C00305135	RADIOLOGIC TECHNOLOGIST - MAMMOGRAPHY
C00305125	RADIOLOGIC TECHNOLOGIST - QUALITY MANAGEMENT
C00305137	RADIOLOGIC TECHNOLOGIST - RADIATION THERAPY
C00305139	RADIOLOGIC TECHNOLOGIST - SONOGRAPHY
C00305141	RADIOLOGIC TECHNOLOGIST - VASCULAR - INTERVENTIONAL TECH.
C00305143	RADIOLOGIC TECHNOLOGIST - VASCULAR SONOGRAPHY
C00305169	RADIOLOGY TECHNOLOGIST - MAGNETIC RESONANCE IMAGING
C00305171	RADIOLOGY TECHNOLOGIST - NUCLEAR MEDICINE TECHNOLOGY
C00305173	RADIOLOGY TECHNOLOGIST - RADIOGRAPHY
C00305179	REGISTERED NURSE INDEPENDENT (PDN)
C00305187	REHABILITATION HOSPITAL
C00305189	REHABILITATION HOSPITAL - CHILDREN
C00305191	REHABILITATION UNIT
C00304811	SCHOOL BASED SERVICES
C00305207	SKILLED NURSING FACILITY
QTXB00024548	SOCIAL WORKER
C00305209	SOCIAL WORKER - CLINICAL
C00305211	SPEC/TECH, CARDIOVASCULAR
C00305213	SPEC/TECH, CARDIOVASCULAR - INVASIVE SPECIALIST

C00305215	SPEC/TECH, CARDIOVASCULAR - SONOGRAPHY
C00305217	SPEC/TECH, CARDIOVASCULAR - VASCULAR SPECIALIST
C00305221	SPECIALIST/TECHNOLOGIST - EEG
C00305223	SPEECH-LANGUAGE PATHOLOGIST
C00304829	SUPPLIES ONLY
C00305243	TECHNICIAN, OTHER - EEG