

**MOA MEMBERS  
FROM SUE A. WEINGARTNER, EXECUTIVE DIRECTOR  
AUGUST 17, 2009**

**MEDICARE PROVIDER ENROLLMENT REMINDER FOR PHYSICIANS, NON-  
PHYSICIAN PRACTITIONERS AND GROUP PRACTICES**

Below is a reminder from CMS about updating enrollment records. CMS implemented the 30-day notice this year for physicians following similar requirements of DME suppliers for the last few years.

Please note that whether you try to make changes using the paper forms or the new Internet-based PECOS, if you have not re-enrolled in Medicare since 2003 then you will have to submit a "complete" enrollment application. This means doing all of the paperwork as if you'd never been a Medicare physician or supplier previously, and agreeing to payment by electronic funds transfer, among other requirements. Even minor mistakes in the confusing forms or minor omissions in accompanying documents can delay the lengthy enrollment/re-enrollment process and jeopardize Medicare reimbursement for 6 to 9 months.

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**MEDICARE PROVIDER ENROLLMENT REMINDER  
For Physicians, Non-Physician Practitioners and Group Practices**

The Centers for Medicare & Medicaid Services reminds physicians and non-physician practitioners, and group practices that they are required to notify their designated Medicare contractor regarding (a) a change in ownership, (2) a change in practice location, including a change in reassignment of benefits, or (3) any final adverse action (e.g., license suspension/revocation or felony conviction) within 30 days of the reportable event. By reporting changes as soon as possible, but within 30 days of the reportable event, physicians, non-physician practitioners, and group practices will help to ensure that their claims are processed correctly.

Physicians, non-physician practitioners, and group practices are also encouraged to update their Medicare enrollment information on file with the Medicare contractor if the physician, non-physician practitioner, or group practice has not done so since November 2003.

Physicians, non-physicians practitioners, and group practices can use CMS' electronic enrollment process, known as Internet-based Provider Enrollment, Chain and Ownership System (PECOS), to enroll or make a change in an existing enrollment record.

Information regarding physician, non-physician practitioner, and group practice reporting responsibility and other informational material regarding provider enrollment can be found on the Medicare Provider/Supplier Enrollment web site, [www.cms.hhs.gov/MedicareProviderSupEnroll](http://www.cms.hhs.gov/MedicareProviderSupEnroll), and in the documents available for downloading in the Downloads section of each web page.