



STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES

New Hampshire Medicaid Program

Ordering Providers and New Claims Requirements for Billing

Beginning September 1, 2021, school districts will be required to submit the ordering provider's name and NPI on all claims. The ordering provider must be enrolled with NH Medicaid or the claim will deny.

Medicaid Qualified Treatment Providers allowed to order services must have the proper licensing and credentials to order the service and must be enrolled with NH Medicaid at the time of service. The provider types that qualify under NH Medicaid to order services are as follows:

- Physicians (MD)
- Physician Assistant
- Advanced Practice Registered Nurse
- Osteopath
- Podiatrist/Chiropodist
- Physical Therapist *
- Speech Therapist/Language Pathologist *
- Psychotherapy Mental Health Professional
- Master Licensed Alcohol and Drug Counselor (MLADC)

If you are unsure that a provider type above can order specific services under their license, please contact the Office of Professional Licensing and Certification (OPLC).

* - Speech and Physical therapists have the authority under their license to "order" their own services. If this is the case and the therapist "ordered" their own services, then the rendering provider would be the ordering provider on the claim.

Regulatory Requirement

Section 6401(b) of the Affordable Care Act (ACA) and 42 CFR 455.410 includes requirements related to ordering providers. If a service requires an order, then the billing provider is required to list the ordering provider's NPI on the claim and the ordering provider is required to be enrolled in NH Medicaid program.

Ordering Provider and Medicaid Enrollment

If a provider is already enrolled with NH Medicaid, as either a billing or rendering provider, **they do NOT have to enroll as an ordering provider**. For providers not enrolled, NH Medicaid has a new, streamlined online application for all non-billing (including ordering providers) providers. This shortened application is currently available on the NH MMIS website: [Non-billing ORP Provider enrollment](#).

How to Submit Your Claims Starting September 1, 2021

NH MMIS Portal:

When submitting claims through the MMIS, the ordering provider's information will need to be included in the "Ordering Provider Information" portlet for Professional Claim Entry.

Electronic Claims:

When completing electronic Professional claims, the ordering provider's name is entered on loop 2420E, reference NM1 segment and NPI is element NM109 in the 837P.

Paper Claims:

When completing paper claims, the ordering provider's NPI is entered on line 17b. Line 17 states "Name of Referring provider or Other Source". First, enter "DK", before the perforated line. DK signifies the person is the ordering provider. Enter the name (First Name, Middle Initial, Last Name) followed by the credentials of the professional who ordered service(s) or supply(ies) on the claim. You must truncate the name if it is longer than box 17. Do not type the name beyond the limits of box 17. If multiple providers are involved, enter only the ordering provider. Line 17a does not need to be filled in.

QUAL.	
17. NAME OF REFERRING PROVIDER OR OTHER SOURCE	17a.
	17b. NPI

Example:

17. NAME OF REFERRING PROVIDER OR OTHER SOURCE
DK Jane A Smith MD

Questions

If not sure that an ordering provider is enrolled with NH Medicaid or have questions on submitting ordering provider information on claims, please contact NH Medicaid Provider Relations at 866-291-1674.