
CMS Manual System

Pub. 100-20 One-Time Notification

Department of Health &
Human Services (DHHS)
Centers for Medicare &
Medicaid Services (CMS)

Transmittal 80

Date: MAY 7, 2004

CHANGE REQUEST 3245

I. SUMMARY OF CHANGES: Section 2779 has been revised to assign a new provider number series for home health agencies (HHA), provider numbers for HHA branches, and providers numbers for a new Medicaid provider, Psychiatric Residential Treatment Facilities (PRTF). In addition to the provider number series that are currently assigned to HHAs, a new provider number series 9500-9799 has been assigned. HHA branches have been assigned a ten-digit provider number with the letter "Q" in the third position. PRTFs are assigned a six-digit provider number with the letter "L" in the third position.

NEW/REVISED MATERIAL - EFFECTIVE DATE: March 1, 2004

***IMPLEMENTATION DATE: October 4, 2004**

Disclaimer for manual changes only: The revision date and transmittal number apply to the red italicized material only. Any other material was previously published and remains unchanged. However, if this revision contains a table of contents, you will receive the new/revised information only, and not the entire table of contents.

II. CHANGES IN MANUAL INSTRUCTIONS):

R/N/D	CHAPTER/SECTION/SUBSECTION/TITLE
N/A	

***III. FUNDING:**

These instructions shall be implemented within your current operating budget.

IV. ATTACHMENTS:

	Business Requirements
	Manual Instruction
	Confidential Requirements
X	One-Time Notification
	Recurring Update Notification

***Medicare contractors only**

Attachment – One-Time Notification

Pub. 100-20	Transmittal: 80	Date: May 7, 2004	Change Request 3245
-------------	-----------------	-------------------	---------------------

SUBJECT: Medicare Systems Acceptance of New Provider Numbers for Home Health Agencies

I. GENERAL INFORMATION

A. Background: Currently, HHA provider numbers use the following number series: 3100-3199, 7000-8499, and 9000-9499. The State of Texas has run out of provider numbers for home health agencies (HHA). To enable Texas to continue assigning HHA provider numbers to new providers, we are adding an additional number series to the list of HHA provider numbers series. The new provider number series is 9500-9799.

B. Policy: Home health agency (HHA) branches are identified by the assignment of a ten-digit alpha-numeric number. Each branch is numbered with the same provider identification number as the parent or subunit with two modifications: (1) The letter “Q” will be in the third position between the state code and the four-digit provider designation; and (2) three additional digits are added to the end of the number. The last three digits are a one up number for each consecutive branch. These digits allow the capability of assigning up to 999 branches to one parent or subunit HHA. Branch identification numbers will be used only once. In the event that an HHA branch closes, its unique branch identification number is terminated and will not be reused to identify another branch of that HHA or subunit.

Psychiatric residential treatment facilities, a new Medicaid provider type, are assigned a six-digit provider number. The first two positions identify the state in which the provider is located. The third position is the letter “L”. The last three digits make up a sequential number series beginning with 001.

C. Provider Education: None.

II. BUSINESS REQUIREMENTS

Requirement #	Requirements	Responsibility
3245.1	The contractors shall make the necessary changes to accept the new provider number series (9500-9799) for home health agencies.	All shared systems maintainers

III. SUPPORTING INFORMATION AND POSSIBLE DESIGN CONSIDERATIONS

A. Other Instructions: N/A

X-Ref Requirement #	Instructions

B. Design Considerations: N/A

X-Ref Requirement #	Recommendation for Medicare System Requirements

C. Interfaces: N/A

D. Contractor Financial Reporting /Workload Impact: N/A

E. Dependencies: N/A

F. Testing Considerations: N/A

IV. SCHEDULE, CONTACTS, AND FUNDING

Effective Date: March 1, 2004 Implementation Date: October 4, 2004 Pre-Implementation Contact(s): Cheryl Hatcher (410) 786-3106 Post-Implementation Contact(s): Cheryl Hatcher (410) 786-3106	These instructions shall be implemented within your current operating budget.
--	--