

**State of Missouri**  
**Department of Social Services**  
**Missouri Medicaid Audit & Compliance**



## **ENROLLMENT APPLICATION**

### **LIMITED ENROLLMENT FOR ORDERING, PRESCRIBING OR REFERRING (OPR)**

#### **PHYSICIANS AND NON-PHYSICIAN PRACTITIONERS**

- In accordance with the implementation of Section 6405 of the Affordable Care Act, the completion of this application is only applicable to physicians and non-physician practitioners enrolling in the Medicaid program for the sole purpose of ordering, prescribing or referring items or services for Medicaid participants.
- These physicians and non-physician practitioners **do not and will not send claims to Medicaid** for the services they provide.
- This type of enrollment does not allow Medicaid to reimburse you for your services.
- Please type or print legible using BLACK OR BLUE INK ONLY.
- Please retain a copy of this entire document for your records.
- Submit this application to:
  - MMAC Provider Enrollment
  - 205 Jefferson Street, 2nd Floor
  - P.O. Box 6500
  - Jefferson City, MO 65102
  - Fax: 573-634-3105
  - Email: [mmac.providerenrollment@dss.mo.gov](mailto:mmac.providerenrollment@dss.mo.gov)

## **Provider Enrollment Application Instructions for Ordering, Prescribing or Referring (OPR) Providers**

**This application is to be used by individual providers and only if you are enrolling for the sole purpose of ordering, prescribing or referring services/supplies, i.e., prescriptions, durable medical equipment, referrals to specialists, etc.** All questions must be completed. Attach additional sheets if necessary to answer each question completely and each additional sheet must display the relevant question number from the application.

If you are already enrolled solely to order, prescribe or refer services/supplies and need to update your information, please complete and submit a Provider Update Form. If you want to terminate your Medicaid enrollment to solely order, prescribe or refer services/supplies, please complete a Provider Update Form.

### **Requirements:**

Enrolling as an OPR provider allows Medicaid reimbursement to providers rendering covered services and supplies for their Medicaid patients. OPR providers do not bill MO HealthNet for the services rendered; they only order, prescribe and/or refer services/supplies for their MO HealthNet patients. A simplified application process requires minimal information and time and makes participation easy. Before completing the application, please note the following:

- If you are already enrolled as a MO HealthNet billing or performing provider, you do not need to enroll as an OPR provider.
- As an OPR provider, you cannot seek reimbursement for services rendered to Medicaid participants and cannot submit claims to MO HealthNet. If at any time you would like to become a fully participating MO HealthNet provider, you must enroll by submitting a new enrollment application form for your specific provider type.
  - You must have a National Provider Identifier (NPI). The NPI is the standard, unique health identifier for health care providers and is assigned by the National Plan and Provider Enumeration System (NPPES).
  - The NPI must be for an individual physician or non-physician practitioner (not an organizational NPI).
  - Applying for the NPI is a separate process from MO HealthNet enrollment.
  - To obtain an NPI, apply online at <https://nppes.cms.hhs.gov>.
  - For more information about NPI enumeration, visit [www.cms.gov/NationalProviderStand](http://www.cms.gov/NationalProviderStand).
- The physician or non-physician practitioner must be of a provider/specialty type that is eligible to order, prescribe and/or refer. These individuals include, but are not limited to:
  - Physicians (Doctors of Medicine or Osteopathy, Doctor of Dental Medicine, Doctors of Dental Surgery, Doctors of Podiatric Medicine or Doctors of Optometry)
  - Optometrists
  - Physician Assistants
  - Clinical Psychologists
  - Clinical Social Workers
  - Nurse Practitioners/Advanced Practice Nurses
  - Certified Nurse Midwives
  - Interns, Residents and Fellows - Must have an NPI to order, prescribe and refer for MO HealthNet participants.



### Section 3 – Medical Specialties

- Indicate your specialty

Physician Specialties: If you are a physician, designate your specialties. Check all that apply. A physician must meet all federal and state requirements for specialties checked.

- |                          |                                     |                          |   |
|--------------------------|-------------------------------------|--------------------------|---|
| <input type="checkbox"/> | Addiction Medicine                  | <input type="checkbox"/> | Nephrology                                  |
| <input type="checkbox"/> | Allergy/Immunology                  | <input type="checkbox"/> | Neurology                                   |
| <input type="checkbox"/> | Anesthesiology                      | <input type="checkbox"/> | Neuropsychiatry                             |
| <input type="checkbox"/> | Cardiac electrophysiology           | <input type="checkbox"/> | Neurosurgery                                |
| <input type="checkbox"/> | Cardiac surgery                     | <input type="checkbox"/> | Nuclear Medicine                            |
| <input type="checkbox"/> | Cardiovascular disease (Cardiology) | <input type="checkbox"/> | Obstetrics/Gynecology                       |
| <input type="checkbox"/> | Colorectal surgery (Proctology)     | <input type="checkbox"/> | Ophthalmology                               |
| <input type="checkbox"/> | Critical Care (Intensivists)        | <input type="checkbox"/> | Optometry                                   |
| <input type="checkbox"/> | Dermatology                         | <input type="checkbox"/> | Oral Surgery (Dentist Only)                 |
| <input type="checkbox"/> | Diagnostic Radiology                | <input type="checkbox"/> | Orthopedic surgery                          |
| <input type="checkbox"/> | Emergency Medicine                  | <input type="checkbox"/> | Osteopathic manipulative medicine           |
| <input type="checkbox"/> | Endocrinology                       | <input type="checkbox"/> | Otolaryngology                              |
| <input type="checkbox"/> | Family practice                     | <input type="checkbox"/> | Pain Management                             |
| <input type="checkbox"/> | Gastroenterology                    | <input type="checkbox"/> | Palliative care peripheral vascular disease |
| <input type="checkbox"/> | General practice                    | <input type="checkbox"/> | Physical medicine and rehabilitation        |
| <input type="checkbox"/> | General surgery                     | <input type="checkbox"/> | Plastic and reconstructive surgery          |
| <input type="checkbox"/> | Geriatric medicine                  | <input type="checkbox"/> | Podiatry                                    |
| <input type="checkbox"/> | Geriatric psychiatry                | <input type="checkbox"/> | Preventative medicine                       |
| <input type="checkbox"/> | Gynecological oncology              | <input type="checkbox"/> | Psychiatry                                  |
| <input type="checkbox"/> | Hand surgery                        | <input type="checkbox"/> | Pulmonary disease                           |
| <input type="checkbox"/> | Hematology                          | <input type="checkbox"/> | Radiation oncology                          |
| <input type="checkbox"/> | Hematology/Oncology                 | <input type="checkbox"/> | Rheumatology                                |
| <input type="checkbox"/> | Hospice                             | <input type="checkbox"/> | Sports Medicine                             |
| <input type="checkbox"/> | Infectious disease                  | <input type="checkbox"/> | Surgical oncology                           |
| <input type="checkbox"/> | Internal medicine                   | <input type="checkbox"/> | Thoracic surgery                            |
| <input type="checkbox"/> | Interventional pain management      | <input type="checkbox"/> | Urology                                     |
| <input type="checkbox"/> | Interventional radiology            | <input type="checkbox"/> | Vascular surgery                            |
| <input type="checkbox"/> | Medical oncology                    | <input type="checkbox"/> | Unlisted physician type                     |
- Specify: \_\_\_\_\_

Non-Physician Specialties: If you are a non-physician practitioner, check the appropriate box to indicate your specialty. Check only one. All non-physician practitioners must meet specific licensing, educational, and work experience requirements.

- |                          |  |                          |  |
|--------------------------|--|--------------------------|--|
| <input type="checkbox"/> | Certified Nurse Midwife                | <input type="checkbox"/> | Clinical Social Worker                   |
| <input type="checkbox"/> | Certified Registered Nurse Anesthetist | <input type="checkbox"/> | Dentist                                  |
| <input type="checkbox"/> | Nurse Practitioner                     | <input type="checkbox"/> | Physician Assistant                      |
| <input type="checkbox"/> | Clinical Psychologist                  | <input type="checkbox"/> | Unlisted non-physician practitioner type |
- Specify: \_\_\_\_\_

## Section 4 – Final Adverse Legal Actions/Convictions

Please provide information on final adverse legal actions, such as convictions, exclusions, revocations and suspensions. All applicable final adverse actions must be reported, regardless of whether any appeals are pending.

### Convictions

1. The physician or non-physician practitioner was, within the last 10 years preceding enrollment or revalidation of enrollment, convicted of a federal or state felony offense that CMS has determined to be detrimental to the best interests of the program and its beneficiaries. Offenses include: Felony crimes against persons and other similar crimes for which the individual was convicted, including guilty pleas and adjudicated pre-trial diversions; financial crimes, such as extortion, embezzlement, income tax evasion, insurance fraud, and other similar crimes for which the individual was convicted, including guilty pleas and adjudicated pre-trial diversions; any felony that placed the Medicaid program or its beneficiaries at immediate risk (such as a malpractice suit that results in a conviction of criminal neglect or misconduct); and any felonies that would result in a mandatory exclusion under Section 1128(a) of the Social Security Act.
2. Any misdemeanor conviction, under federal or state law, related to: (a) the delivery of an item or service under Medicare or a state health care program, or (b) the abuse or neglect of a patient in connection with the delivery of a health care item or service.
3. Any misdemeanor conviction, under federal or state law, related to theft, fraud, embezzlement, breach of fiduciary duty, or other financial misconduct in connection with the delivery of a health care item or service.
4. Any felony or misdemeanor conviction, under federal or state law, relating to the interference with or obstruction of any investigation into any criminal offense described in 42 C.F.R. Section 1001.101 or 1001.201.
5. Any felony or misdemeanor conviction, under federal or state law, relating to the unlawful manufacture, distribution, prescription, or dispensing of a controlled substance.

### Exclusions, Revocations, or Suspensions

1. Any revocation, suspension, probation, or reprimand of a license to provide health care by any state licensing authority. This includes the surrender of such license while a formal disciplinary proceeding was pending before a state licensing authority.
2. Any revocation, suspension, probation or reprimand of an accreditation.
3. Any termination, suspension or exclusion from participation in, or any sanction imposed by, a federal or state health care program, or any debarment from participation in any federal Executive Branch procurement or non-procurement program.
4. Any past or present Medicare/Medicaid payment suspension under any Medicare/Medicaid identification number.
5. Any Medicare/Medicaid revocation of any Medicare/Medicaid identification number.

**Have you, under any past or present name or business entity, ever had a final adverse legal action, listed above, imposed against you?**

\_\_\_\_\_ **Yes**    \_\_\_\_\_ **No**

If no, skip to the Provider Signature in Section 5.

If yes, complete the fields listed below to report each final adverse legal action, when it occurred, the federal or state agency or the court/administrative body that imposed the action, and the resolution. If you need more room, attach a separate sheet.

If yes, attach a copy of the final adverse legal action documentation.

Briefly describe adverse legal action:	Date:	Taken By:	Resolution:

## Section 5 – Provider Signature/Attestation

By execution of this attestation, the undersigned individual “Provider” agrees to participate as a provider in the MO HealthNet program for the sole purpose of ordering, prescribing, or referring (OPR) services to MO HealthNet participants. To the best of my knowledge, the information supplied on this application is accurate, complete and is hereby released to the Department of Social Services (DSS) and the Missouri Medicaid Audit & Compliance Unit (MMAC). I also understand that pursuant to 13 CSR 70-3.020(7), I must advise the Department, in writing, of any changes affecting the provider’s enrollment records.

Legal Name of Provider: \_\_\_\_\_

Provider Signature: \_\_\_\_\_

Date Signed: \_\_\_\_\_

Completed applications may be submitted:      By mail:      Missouri Medicaid Audit & Compliance  
205 Jefferson Street, 2<sup>nd</sup> Floor  
P.O. Box 6500  
Jefferson City, MO 65102

By fax:      573-634-3105

By email:      [mmac.providerenrollment@dss.mo.gov](mailto:mmac.providerenrollment@dss.mo.gov)

### Contact Person Information:

If questions arise during the processing of this application, MMAC will attempt to contact you directly at the location listed in Section 1. If you are not available, you may designate a credentialing specialist or alternate contact person below.

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_

Email Address (if applicable) \_\_\_\_\_

Relationship or Affiliation to You: \_\_\_\_\_

**Note:** The contact person reported in this section will only be authorized to discuss issues concerning this application and enrollment as a provider with MO HealthNet. MMAC will not discuss any other Medicaid issues about you with the above Contact Person.