



North Carolina Department of Health and Human Services
Division of Medical Assistance

Pat McCrory
Governor

Richard O. Brajer
Secretary

Dave Richard
Deputy Secretary for Medical Assistance

ADMINISTRATIVE MEMORANDUM

DATE: October 19, 2016

TO: Community Alternatives Program Providers

FROM: Long-Term Services and Supports/Community Alternatives Program Unit
Division of Medical Assistance

Subject: 42 CFR 455.410 and 42 CFR 455.440; Mandatory Changes, Effective November 1, 2016, for the Ordering, Prescribing and Referring (OPR) Provider for Community Alternatives Program

With an effective date of November 1, 2016, all Community Alternatives Program (CAP) providers must include specific identifying information on all CAP claims to ensure adjudication through the NCTracks system. Below is a description of the identifying information that must be included on all CAP claims.

National Provider Identification (NPI) – an **ordering and referring NPI must be included on all CAP claims**. In addition to including an ordering and referring NPI on the claim, the referring provider must include the address of all locations where services will be rendered under their individual NPI in NCTracks.

The **Ordering** NPI for CAP providers is the waiver beneficiary's primary physician, a specialty physician or practitioner. The CAP/C case management agencies and CAP/DA lead agencies would identify the ordering physician by the name and signature on an MD order for a requested waiver service. The CAP/C case management agencies and CAP/DA lead agencies shall list the ordering NPI on the service authorization.

The **Referring** NPI for CAP providers is the waiver beneficiary's primary physician. This is the physician who recommended the level of care by attesting to the Community Alternatives Program for Disabled Adults (CAP/DA) service request form (SRF) or the Community Alternatives Program for Children (CAP/C) FL-2 form. The CAP/C case management agencies and CAP/DA lead agencies shall list the referring NPI on the service authorization.

CAP claims that must include both the ordering and referring NPIs are listed below:

- In-Home Aide services – CAP/C In-Home Aide (S5125 and T2027) and In-Home Respite (S5150); CAP/C Pediatric Nurse Aide (T1019) and Pediatric Nurse Aide Respite (T1004); CAP/DA Personal Care Aide (S5125 and S5135) and Personal Care Aide Respite (S5150)
- Home Health Services –CAP/C In-Home Nursing Care (T1000) and CAP/C In-Home Nursing Care Respite (T1005TD and TE)
- Adult Day Health – CAP/DA Adult Day Health Services (S5102)
- Meal Preparation and Delivery – CAP/DA Meals on Wheels (S5170)
- Personal Emergency Response Systems – CAP/DA telephone alert (S5161)

www.ncdhhs.gov

Tel 919-855-4100 • Fax 919-733-6608

Location: 1985 Umstead Drive • Kirby Building • Raleigh, NC 27603

Mailing Address: 2501 Mail Service Center • Raleigh, NC 27699-2501

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- Oral Nutritional Supplements – CAP/DA only (B4150BO, B4152-B4155BO, B4157-B4160BO)
- Specialized Medical Equipment and Supplies – CAP/DA (T4535)
- Institutional Respite- CAP/C and CAP/DA (H0045)
- Financial Management Services – consumer-direction- CAP/C and CAP/DA (T2040)
- Palliative Care Counseling – CAP/C (99510)
- Palliative Care Expressive Therapy- CAP/C (S5108)
- Adaptive Tricycles- CAP/C (T2029)
- Congregate CAP/C Nursing – CAP/C (S9123 or S9124)
- Congregate Pediatric Nurse Aide-CAP/C (S9122TG or TF)
- Incontinence disposable liner/shield – CAP/C and CAP/DA (T4535)
- Incontinence product, diaper/brief, reusable, any size –CAP/C and CAP/DA (T4539)

For the CAP/C case management agencies and CAP/DA lead agencies, the Ordering NPI is the physician or practitioner whose name and signature is on the MD order for a specific waiver service. Often, for lead waiver service(s), the ordering and referring NPI are one in the same.

For the CAP/C case management agencies and CAP/DA lead agencies, the Referring NPI for is the waiver beneficiary’s primary physician. This is the physician who recommended the level of care by attesting to the Community Alternatives Program for Disabled Adults (CAP/DA) service request form (SRF) or the Community Alternatives Program for Children (CAP/C) FL-2 form.

The following lead agency waiver CAP claims must include the **ordering and referring** NPIs:

- Assistive Technology- CAP/DA (T2029)
- Case Management- CAP/C and CAP/DA (T1016)
- Care Advisor -CAP/C and CAP/DA (T2041)
- Home Accessibility and Adaptation (Home Modification) CAP/DA (S5165) and Home Mobility Aide CAP/C (S5165)
- Vehicle Modification – CAP/C (T2039)
- Participant Goods and Services- CAP/DA (T2025)
- Training and Education - CAP/DA (S5111); Caregiver Training and Education CAP/C (S5110)
- Transition Services - CAP/DA (T2038)

All ordering, prescribing and referring providers must enroll in N.C. Medicaid. To verify if a physician or practitioner is enrolled as a Medicaid provider, the link below provides the capacity to validate provider information for billing, attending, rendering, referring, ordering and prescribing. The search response will include the NPI, provider name, health plan(s), address, and taxonomy and license number.

<https://www.nctracks.nc.gov/content/public/providers/provider-enrollment/Enrolled-Practitioner-Search.html>. If enrollment is not completed within 90 days of a submitted CAP claim, the claim will deny.

Should you have any questions or need additional assistance, you may visit the NC Tracks website at <https://www.nctracks.nc.gov/content/public/providers/faq-main-page/faqs-for-OPR-providers.html> or contact a representative by dialing the numbers listed below or send an email to dma.oprteam@dhhs.nc.gov.

CSRA- 1-800-688-6696

DMA Consultants:

Mountain Counties – Melanie Whitener; 828-304-2345

Western Region- Tiffany Ferguson-Cline: 704-636-9000

Eastern Region- LaRhonda Cain: 919-855-4067

Triad and Northeastern Region- Chandra Lockley: 919-855-4066

Southeastern Region –Rosemary Long: 910-374-3476

Sincerely,

WRenia Bratts-Brown, CAP Manager