

Provider Identifier

Posted: July 17, 2018

- [Manage Provider Identifiers](#)
- [Manage Provider Identifier](#)

Manage Provider Identifiers

Overview

Your provider identifier is your National Provider Identifier (NPI) or a Unique Minnesota Provider Identifier (UMPI).

An NPI is a standard national unique identifier that is used to submit and process health care claims and other transactions. If you are a provider eligible for an NPI, you must obtain your NPI from the [National Plan and Provider Enumeration System \(NPES\)](#) before you enroll with MHCP.

Providers who do not meet the federal definition of a health care provider under [HIPAA](#) may not be eligible to receive an NPI. If you are not eligible or required by MHCP for an NPI and apply for enrollment, MHCP will assign you an UMPI. An UMPI is a 10-digit Unique Minnesota Provider Identifier that MHCP assigns to you at the time of your enrollment. You will receive your UMPI in your welcome letter confirming your enrollment. Some providers might opt to submit NPI information with their application but Provider Screening and Enrollment assigns an UMPI while they wait for providers to submit additional information confirming the NPI is appropriate for the record. Therefore, history might show an UMPI, then an NPI.

Your NPI or UMPI is required on all claims submitted to MHCP, and allows you to be paid for MHCP-covered services provided to MHCP members.

For additional information, such as a list of providers who are not eligible for NPIs, go to the [MHCP Provider Manual](#).

Use this page to manage your provider identifier(s) for your enrollment record. Click **Add a Provider Identifier** to add a new provider identifier. Click **View/Edit** or **Delete** from the **User Actions** column to make changes to an existing provider identifier.

Portfolio/Profile Information

See [Portfolio/Profile Information](#).

Enrollment Record Information

See [Enrollment Record Information](#).

Provider Identifiers

Under **Provider Identifiers**, you will find information related to your current and previous provider identifiers. If this is a new enrollment record and you do not yet have a provider identifier, this section will not have any information to display.

To view specific details of the information provided in this section, go to the [Manage Provider Identifier page](#).

View/Edit

Click **View/Edit** to go to the [Manage Provider Identifier page](#). From this page, you can view and edit

your provider identifier information. To have the **View/Edit** option, you must be in Create/Update mode.

Delete

Click **Delete** to delete your provider identifier.

View

Click **View** to go to the [Manage Provider Identifier page](#). From this page, you can view your provider identifier information. You will not be able to make any edits or changes while in View mode.

Add a Provider Identifier

Click **Add a Provider Identifier** to go to the [Manage Provider Identifier page](#).

Continue

Click **Continue** to go to the next page.

[Back to top](#).

Manage Provider Identifier

Overview

On this page, you can add a new provider identifier or make changes to an existing provider identifier.

Portfolio/Profile Information

See [Portfolio/Profile Information page](#).

Enrollment Record Information

See [Enrollment Record Information page](#).

Provider Identifier

Under **Provider Identifier**, provide information about your National Provider Identifier (NPI) or Unique Minnesota Provider Identifier (UMPI).

Use UMPI

Select the **Yes** option if your provider identifier is or will be an UMPI. Select the **No** option if your provider identifier is an NPI. The option button defaults to **No**.

NPI/UMPI

Type your NPI or UMPI in the **NPI/UMPI** box. If you do not yet have an UMPI, leave the box blank. Provider Screening and Enrollment will assign you an UMPI once they have reviewed your enrollment information.

Effective Date

Enter the effective date of your NPI or UMPI in the format of DD/MM/YYYY in the **Effective Date** box. If you are enrolling with an UMPI and waiting to have that UMPI assigned by MHCP, enter today's date. Once your request has been reviewed and an UMPI has been assigned to you, Provider Screening and Enrollment will update the **Effective Date** box to the appropriate effective date.

Active

By default, the **No** option is selected. Provider Screening and Enrollment will update it to the **Yes** option once they have reviewed and approved your request.

Previously Assigned UMPI

Type your previously assigned UMPI into the **Previously Assigned UMPI** box if you are reenrolling and want to use the same UMPI assigned to you at your initial enrollment.

Continue

Click **Continue** to go to the next page.

[Back to top.](#)