

PROVIDER BULLETIN

PROVIDER INFORMATION



October 2, 2015

Medicare Requirements for Reporting Provider Demographic Changes

Blue Cross and Blue Shield of Minnesota (Blue Cross) has continually collaborated with providers in an effort to ensure accurate information is provided in all provider directories. Due to upcoming Medicare requirements, it will be even more important to provide accurate information going forward.

In accordance with Medicare requirements, effective January 1, 2016, Blue Cross is required to maintain accurate provider network directories for the benefit of our Subscribers. Blue Cross is hereby notifying all providers to submit a form to us when any of the following changes occur:

- Accepting new patients
- Demographic address and phone changes
- Office hours or other changes that affect availability
- Tax ID changes
- Practitioner additions or terminations
- Branch additions

Forms location

Based on what change has occurred, submit the appropriate form located on our website at providers.bluecrossmn.com. Select “Administrative Updates” in the “What’s Inside” section to obtain instructions on completing the various forms or access the link below:

<https://www.bluecrossmn.com/healthy/public/personal/home/providers/admin-updates>.

How do we submit changes?

Send the appropriate form via fax as indicated below:

Fax: **651-662-6684, Attention: Provider Data Operations**

Future communications

Effective in 2016, the following publication will be published to remind providers of the Medicare requirements for reporting provider demographic changes:

- Article in quarterly Provider Press, issues are published in March, June, September and December

To access the publications on our website at providers.bluecrossmn.com select “Forms & Publications” in the “What’s Inside” section. In addition providers can sign up for RSS (really simple syndication) feeds to receive email notifications when provider publications are posted to our website. Select the “Tools & Resources” section of providers.bluecrossmn.com to learn more about RSS.

Questions?

If you have questions, please contact provider services at **(651) 662-5200** or **1-800-262-0820**.