

# Enrollment for Individual Provider

It is a provider's contractual obligation to ensure BCBSNC has the most current demographic information on file. Addresses and phone numbers are published in directories, on the BCBSNC Web site, as well as, the Blue Card and FEP Web sites. This information is made available to members and allows them to locate and schedule appointments with participating providers. Accurate mailing addresses ensure claim payments and any other type of correspondence are received by the appropriate recipient. Enrolling your NPI allows you to submit claims on behalf of your patients.

## **Include:**

- Copy of NC License and most current renewal if applicable
- Completed W-9 Form
- Name
- Degree
- Specialty
- National Provider Identifier
- Social Security Number
- DEA #
- License #, Date, original signature
- Phone Number
- Site Address
- Billing Address
- Have you previously been enrolled with BCBSNC?
- Place Services Rendered
  1. Inpatient
  2. Outpatient
  3. Office
  4. Home or Skilled Nursing Facility
  5. Other