

Instructions for Billing NDC on the CMS – 1500 form

As a reminder the Rhode Island Executive Office of Health and Human Services (EOHHS) , in accordance with the Deficit Reduction Act of 2005, requires that all providers, when billing a CPT/HCPC code for a covered outpatient drug, must also submit the appropriate National Drug Code (NDC).

For Electronic Professional Billing:

Upgrade your Provider Electronic Solution (PES) software to the current version, which is located at:

<http://www.eohhs.ri.gov/ProvidersPartners/BillingampClaims/ProviderElectronicSolutionsPESSoftware.aspx>

or

Make the necessary coding changes within your systems, utilizing Loop 2410, segments LIN and CPT. For further guidance on this loop, refer to our Companion Guide located at:

<http://www.eohhs.ri.gov/ProvidersPartners/BillingampClaims/ElectronicDataInterchangeEDI/RIMedicalAssistanceProgramHIPAA5010.aspx>

Instructions for Billing NDC on the CMS – 1500 form:

The CMS – 1500 form allows for the submission of one NDC per HCPCS detail on the claim. If sending NDC/HCPCS information, enter the 5 character HCPCS code that describes each procedure in the un-shaded area of box 24D. Also enter the modifier (up to four, if any) that applies to each procedure code. **HCPC must be entered in un-shaded fields.**

An NDC is required if a physician administered drug is billed. In the shaded area of box 24A, enter “N4” (which is the qualifier that indicates an NDC is being used), followed by the 11 digit NDC (include all leading zeros, the NDC must be 11 digits), followed by the two letter abbreviation for the unit of measurement (see chart below) and the number of units (up to five digits, a decimal and three digits after the decimal). Do not leave any blank spaces between these elements.

24 A. DATE(S) OF SERVICE						B.	C.	D. PROCEDURES, SERVICES, OR SUPPLIES			E.	F.	G.	H.	I.	J.
From		To		PLACE OF SERVICE	EMG	(Specify Unusual Circumstances)			DIAGNOSIS	CHANGED	DATE OF	UNIT	QTY	UNIT	RENDERING PROVIDER ID #	
MM	DD	YY	MM	DD	YY		CPT/HCPCS		MODIFIER							
N400026064871UN2.000																
10	01	05	10	01	05	11	J1563			13		500	00	20	N	12345678901 0123456789

Abbreviations for Units of Measurement

- FL.....International Unit
- GR.....Gram
- ML.....Milliliter
- UN.....Unit(s)

To report more than one NDC per HCPC use the NDC attachment form found at

http://www.eohhs.ri.gov/Portals/0/Uploads/Documents/ndc_attach_form.pdf

The instructions to complete the form are found at

http://www.eohhs.ri.gov/Portals/0/Uploads/Documents/ndc_attach_inst.pdf

If you have any questions, please contact the Customer Service Help Desk at (401) 784-8100 or (800) 964-6211 for toll free in-state calls.