



MCO ONLY PROVIDER CHANGE FORM

Provider Name: \_\_\_\_\_

Provider NPI (s)/ Taxonomy(s) affected by the change\*: \_\_\_\_\_

Group NPI and Name(If Applicable): \_\_\_\_\_

<b>Old Service Address:</b>	
<b>New or Additional Service Address:</b>	
	Phone: _____
Email: _____	
<b>Old Mail - To Address:</b>	
<b>New Mail - To Address:</b>	
Email: _____	
<input type="checkbox"/> <b>Change in Ownership Interest or Corporate Status:</b>	
• New Owner's Name(s): _____	
• Address: _____	
• Date of Birth: _____	
• Social Security Number: _____	
• Date of Change of Ownership Interest: _____	
• Process by which change occurred: (i.e. merger, sale, gift, etc.) _____	
• New Corporate Status: _____	
<input type="checkbox"/> <b>Change in Managing Employee</b>	
• New Managing Employee Name(s): _____	
• Address: _____	
• Date of Birth: _____	
• Social Security Number: _____	
<input type="checkbox"/> <b>Change to Certification:</b>	
• Previous Certification: _____	
• Current Certification: _____	
Date of Change: _____	
<input type="checkbox"/> <b>Change to Affiliation: Check off Add/Delete</b>	
• Neighborhood Health Plan of RI: Add <input type="checkbox"/> Delete <input type="checkbox"/>	
• Tufts Health Plan: Add <input type="checkbox"/> Delete <input type="checkbox"/>	
• United Health Care: Add <input type="checkbox"/> Delete <input type="checkbox"/>	
Date of Change: _____	

**Name Change:**

- Previous Name: \_\_\_\_\_
- New Name: \_\_\_\_\_

Date of Change: \_\_\_\_\_

\*Please provide legal documentation for name change (divorce decree, marriage certification, court approved name change document), update NPES, and Updated License

**Authorized Signature:** \_\_\_\_\_ **Date** \_\_\_\_\_  
(Signature required to process change)

**Print Name and Title:** \_\_\_\_\_

- Please attach a separate piece of paper if necessary.
- Please either FAX Change of Information Form to **(401) 784-3892** or email to [rienrollment@gainwelltechnologies.com](mailto:rienrollment@gainwelltechnologies.com) within 35 days of the event prompting the reporting obligation