

## 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:

<https://eohhs.ri.gov/providers-partners/billing-and-claims/provider-electronic-solutions-pes-software>

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:

<https://eohhs.ri.gov/sites/g/files/xkqbur226/files/Portals/0/Uploads/Documents/EDI/RICompanionguide316.pdf>

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. PLACE OF SERVICE		C.	D. PROCEDURES, SERVICES, OR SUPPLIES		E.	F.	G.	H.	I.	J.
FROM	TO	MM	DD	YY	(WAVE)	(SNG)	CPT/HCPCS	MODIFIER	DIAGNOSIS POINTER	CHARGES	QTY	UNIT	STG/ RPT/ TYP	ID	RENDERING PROVIDER ID #
N400026064871UN2.000							J1563		13	500.00	20	N	1B	12345678901	
10	01	05	10	01	05	11								NPI	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](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](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.