



State of New Jersey  
Department of Human Services  
Division of Medical Assistance & Health  
Services

# NEWSLETTER

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**TO:** All Providers – **For Action**  
Health Maintenance Organizations – **For Information Only**

**SUBJECT:** **Recognizing Social Workers as ‘Non-Billing’ Providers**

**EFFECTIVE:** Claims with service dates on or after January 1, 2013

**PURPOSE:** To notify licensed clinical social workers (LCSWs), licensed social workers (LSWs) and certified social workers (CSWs) regarding new Affordable Care Act requirements for healthcare professionals not currently participating in the New Jersey Charity Care (NJCC)/Medicaid/NJ FamilyCare (NJFC) fee-for-service (FFS) program.

**BACKGROUND:** The Patient Protection and Affordable Care Act (PPACA) of 2010 (42 CFR 455 Subpart E) requires that State Medicaid Programs utilize federally-approved databases to screen their provider files to identify ineligible providers of NJCC/Medicaid/NJFC FFS-covered healthcare services.

PPACA requires that all healthcare professionals who refer a beneficiary to another provider for the purpose of receiving a covered healthcare service enroll in the Medicaid/NJFC program starting as of January 1, 2013 as a ‘non-billing’ provider. ‘Non-billing’ providers are not eligible to receive payments from the NJCC/Medicaid/NJFC program.

A qualified social worker who may be the source of a referral for a beneficiary must now enroll in the NJCC/Medicaid/NJFC program as a ‘non-billing’ provider in order for the provider of services (i.e. ‘billing’ provider) to be paid for a covered healthcare service. For example, for a hospital or independent clinic to be paid for psychological services referred by a LCSW, LSW or CSW, the social worker must be enrolled as a ‘non-billing’ provider.

Qualified social workers who choose to participate in the NJCC/Medicaid/NJFC program as ‘non-billing’ providers must be identified by a National Provider Identifier or NPI. Social workers may register at no cost to request a NPI at the website <https://nppes.cms.hhs.gov>.

**ACTION:** **Effective for claims with service dates on or after January 1, 2013, for services referred by a LCSW, LSW or CSW, the ‘billing’ provider must report the NPI of the social worker as the referring provider.**

**PLEASE NOTE:** This Newsletter is intended to address the ‘non-billing’ status of social workers in the hospital setting only. Independent clinics and Federally Qualified Health Centers (FQHCs) will receive subsequent guidance from the Division regarding enrollment of social workers in the clinic setting.

The following statements are intended to clarify billing procedures for billing providers to report the NPI of a social worker as a referring provider on healthcare claims:

- When completing the paper CMS 1500 claim form or submitting a Direct Data Entry (DDE) claim, the billing provider must report the information requested in Fields 17 (Name), 17a (Medicaid ID No.) and 17b (NPI).
- When completing the paper UB-04 claim form or submitting a DDE claim, the billing provider must report the information requested in Fields 78 and 79 (Name, Qualifier and NPI).
- When transmitting 837P transactions, the billing provider must report the NPI of the social worker in the NM109 field of the 2420F or 2310A loop.
- When transmitting 837I transactions for inpatient, inpatient crossover and outpatient crossover claims, the billing provider must report the NPI of the social worker in the NM109 field of the 2310F loop.
- When transmitting 837I transactions for outpatient and home health claims, the billing provider must report the NPI of the social worker in the NM109 field of the 2420D or 2310F loop.

Qualified social workers may complete an abbreviated provider enrollment application, referred to as the ***Prescribing/Ordering/Referring/Attending Physician or Other Professional Application (Form FD-20B)*** that is available on the web at [www.njmmis.com](http://www.njmmis.com) (See Provider Enrollment Application). The Application is *also* available through a link under the Announcement Section of the home page. A ‘non-billing’ provider may also call Molina Medicaid Solutions Provider Enrollment Unit at 609-588-6036 to request that a FD-20B ‘non-billing’ provider application form be mailed to them.

As with all enrolled ‘non-billing’ Medicaid/NJFC providers, a social worker cannot independently bill the NJCC/Medicaid/NJFC program; nor are they required to see Medicaid/NJFC beneficiaries. Access to a ‘non-billing’ provider directory will be provided only to those enrolled Medicaid/NJFC providers who need to bill the program for payment. The directory may be found through a secure portal on the State Fiscal Agent website, [www.njmmis.com](http://www.njmmis.com).

If you have any questions concerning this Newsletter, please contact Molina Medicaid Solutions (formerly Unisys) Provider Services at 800-776-6334.

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