

Type I National Provider Identification (NPI)

All Levels

HIPAA requires the adoption of a standard unique identifier for health care providers. All BHPN Practitioners will now be required to have a Type I National Provider Identifier (NPI), in accordance with HIPAA and industry standard.

To register and obtain an NIP through the NPPES website, please follow the step by step guidelines on the attached document.

Before you begin, you will need the following information readily available

Full name
Date of birth
Country of Birth
State of Birth (if birth was in the United States)
Gender
Social Security Number
Current Mailing address
Practice location and phone number (this is your primary clinic's address and phone number)
Taxonomy (Speech Language Pathologist)
State license information
Your phone number and email address (permanent)

Step 1: Create a new Account

1. Visit the National Plan and Provider Enumeration System (NPPES) <https://nppes.cms.hhs.gov/#/> and select "Create or Manage an "Account" under the "Create a new account" section.
2. You will be re-directed to the Identity & Access Management System. Select "Create Account Now" on the right

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Step 2: Create a UserID and Password

1. You will be directed to create a UserID and Password.
2. Accept the Terms and Conditions
3. Click “Register” and the site will walk you through the steps involved in completing the application, including. Be sure to fully type in information...don’t let it auto fill as it seems to error out when we do that. BE SURE TO SAVE PASSWORDS AND LOGIN

Step 3: Return to NPPES homepage and log in using the UserID & Password you created in Step 2

1. Once you have logged into NPPES, apply for a Type 1 individual Provider NPI.
2. Individual Providers can only have one NPI. This NPI will not change, even if their name, address, taxonomy, or other information changes.
3. Print the confirmation page that appears at the end of the application for your records.

Step 4: Select the Apply for an NPI for myself Button

1. The NPI will be associated with you, not your specialty, or the location where you perform the service.
2. You will be navigated to the Provider Profile page with the provider information prepopulated from your I&A account.

For more information please see:

<https://nppes.cms.hhs.gov/webhelp/nppeshelp/MAIN%20PAGE.html>