

OMB Approval No. 0938-0685

## SECTION 2: SUPPLIER IDENTIFICATION

**A. Type of Supplier** - Check the box "Change" only if reporting a change to existing information. Provide the new information, the effective date of the change, and sign and date the certification statement. Otherwise:

1. Type of Supplier - Check the appropriate box to identify the type of services the supplier will provide. Only **one** supplier type may be checked per application. If the supplier functions as two or more supplier types, a separate CMS 855B must be submitted for each type. If the supplier changes the type of service it provides (becomes a different supplier type), a new CMS 855B must be completed and submitted.

**Rural Health Clinics and Federally Qualified Health Centers** - Rural health clinics and Federally Qualified Health Centers currently enrolled with a fiscal intermediary for Part A Medicare services, and are now enrolling with a carrier for Part B Medicare services, should check "Multi-Specialty Clinic."

If this supplier is either an **Ambulatory Surgical Center or a Portable X-Ray Facility**, it must be surveyed by the appropriate State agency prior to enrolling in the Medicare program. Therefore, immediately contact the State Agency that handles these supplier types. The State agency will provide you with any State-specific forms that are required. It will also do preliminary planning for any required State surveys.

For suppliers that are "**Medical Faculty Practice Plans**," all Medicare requirements must be met prior to enrollment. Other documentation may be required by the Medicare carrier to verify requirements of a medical faculty practice plan (e.g., IRS approval of 501(c)(3) non-profit status, documentation that physicians are employees of the university, etc.).

**Diagnostic Radiology Group Practices/Clinics:** If this supplier organization performs radiological diagnostic tests, see page 55 of these instructions for important additional enrollment information and check with the local Medicare carrier to determine if enrollment as an Independent Diagnostic Testing Facility (IDTF) is required. In general, physicians who perform examinations of the patient in addition to performing the diagnostic radiological tests, portable x-ray suppliers, and FDA approved diagnostic mammography suppliers do not usually require IDTF enrollment.

**Clinic/Group Practices:** If this clinic/group will be billing for diagnostic tests, other than clinical laboratory or pathology tests, see page 51 of these instructions to determine if this supplier must also enroll as an Independent Diagnostic Testing Facility (IDTF).

2. Indicate whether the supplier will be receiving reassigned benefits from individual practitioners. This will alert the carrier that it will be receiving CMS 855R(s) to be associated with the supplier's application.
3. PT/OT Groups Only - If the supplier is enrolling as an occupational or physical therapy group, it must answer the questions listed to determine its eligibility to bill Medicare.

**B. Supplier Identification Information** - Check the box "Change" only if reporting a change to existing information. Provide the new information, the effective date of the change, and sign and date the certification statement. Otherwise:

1. Furnish the legal business name for this supplier as reported to the IRS for tax purposes.
2. Provide any "doing business as" name this supplier uses. The "doing business as" name is the name the supplier is generally known by to the public.
3. Check the appropriate box to indicate the organizational structure of this supplier. Check "Corporation" if the supplier is such, regardless of whether the supplier is "for-profit" or "non-profit." "Partnership" should be checked for all "General" and "Limited" partnerships. All other suppliers should check "Other," and specify the type of organizational structure (e.g., limited liability company). The carrier may request a copy of the supplier's "articles of incorporation" if needed to validate certain information.