Tax Reassignment for MAPIR

Individual providers should ensure that RI Medicaid has the correct tax ID number for their practice. In the event that the wrong tax ID is in the RI Medicaid system, the provider should submit a signed W-9 to the enrollment unit.

For providers who participate and attest for the RI Medicaid EHR Incentive program, they must be affiliated with the specific group NPI in order to avoid payment delays. For providers who work for multiple groups, or providers who have changed their affiliation without notifying us, additional steps are required.

- The primary group should log in to the Healthcare Portal using their Trading Partner ID, and attempt to add the provider as a covered provider on the Trading Partner Profile page.

Log in to Healthcare Portal at:

www.riproviderportal.org

From Trading Partner Profile Screen – Select Add

- Add the provider's information. If the primary group receives an error message, the following must be done:
  - The individual provider must complete the form: *Reassignment of Tax ID for MAPIR*
  - On this form, the individual provider must list all groups he/she is associated with.
  - The primary group for affiliation must be indicated, with all necessary information included.
  - The form must be submitted with the provider's original signature.
  - If the provider is no longer working with a previously affiliated group, a letter must accompany the form, stating that fact and including a date of termination with that group.
  - A signed W-9 from the primary group must also be included with documentation listed above.
- All documentation must be sent to:
  DXC Technology
  Attn: Enrollment Unit
  PO Box 2010
  Warwick, RI 02887
- Once the information is updated by RI Medicaid (approximately 5 days from mailing), the primary group must add the provider as a covered provider in the Healthcare Portal.

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