

NPI, before you begin!

Before you begin the application process for your NPI number, you need to make sure you have the following information. This information will be required to complete the NPI Application Form.

You will not be able to save your work if you quit before you have completed the application form!

Information Required for Individual Providers

- Provider name
- SSN (ITIN if not eligible for SSN)
- Provider Date of Birth
- State of Birth – if country of birth is US
- Provider Gender
- Mailing Address
- Practice Location, Address and Phone Number
- Taxonomy (Provider Type)
- State License Information (if required for certain taxonomies)
- Contact Person Name
- Contact Person Phone Number and Email

Information Required for Organizations

- Organization Name
- Employer Identification Number (EIN)
- Name of Authorized Official for the Organization
- Phone Number of Authorized Official for the Organization
- Organization Mailing Address
- Practice Location Address and Phone Number
- Taxonomy (Provider Type)
- State License Information (if required for certain taxonomies)
- Contact Person Name
- Contact Person Phone Number and Email

Penalties for Falsifying Information on the NPI / Update Form:

18 U.S.C. 1001 authorizes criminal penalties against an individual who in any matter within the jurisdiction of any department or agency of the United States knowingly or willfully falsifies, conceals, or covers up by any trick, scheme or device a material fact, or makes any false, fictitious or fraudulent statements or representations, or makes any false writing or document knowing the same to contain any false, fictitious or fraudulent statement or entry. Individual offenders are subject to fines of up to \$250,000 and imprisonment for up to five years. Offenders that are organizations are subject to fines of up to \$500,000. 18 U.S.C. 3571(d) also authorizes fines of up to twice the gross gain derived by the offender if it is greater than the amount specifically authorized by the sentencing statute.

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