Group Practice/Multiple Provider Information Instructions

If the Letter Of Intent (LOI) represents a group practice with more than one practitioner or multiple provider types, you can provide additional practitioner/provider information in a spreadsheet — preferably in Microsoft Excel format. The spreadsheet should contain the following elements — the same elements listed on the provider information sheet of the LOI:

- Business name (if different from provider name)/doing business as name (if different from business name)
- Provider name (actual physician or practitioner name)
- Street address(es) — include each location at which a particular physician or practitioner will serve members
- County
- Provider type (1 = practitioner, 2 = hospital, 3 = pharmacy, 4 = clinic, 9 = other)
- Main provider contact (first, middle and last name)
- Phone number
- Email address
- Fax number
- State license number
- State issuing license number
- Medicaid identification number
- National Provider Identification (NPI) number
- Federal employer identification (TIN) number
- Council for Affordable Quality Healthcare ID (if applicable)
- Primary specialty
- Secondary specialty
- Limits (e.g., age, adults only, etc.)
- Professional degree
- Languages other than English
- Indication of whether obstetric care is offered by the provider (Yes/No)
- Indication of whether pediatric care is offered by the provider (Yes/No)
- Indication of whether EPSDT services are offered by the provider (Yes/No)
- Provider type (e.g., primary care physician, specialist or both)
- Primary care physician panel status (e.g., open, accepts current patients only, closed)
- Group practice website address if applicable

Including this information in spreadsheet format for all physicians or practitioners in the group that are covered by the LOI helps us properly capture all information necessary to represent the network to the Kansas Department of Insurance and the Division of Health Care Finance.

We hope you will join us, and we thank you for your time and consideration.

Sincerely,

Amerigroup Network Development

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