



# Applying for an NPI Number

## 1. Become familiar with taxonomy codes that relate to clinicians at your clinic

Taxonomy codes have three levels:

**Level I: Provider Type** (e.g., Allopathic & Osteopathic Physician)

**Level II: Classification** (e.g., Preventive Medicine)

**Level III: Area of Specialization** (e.g., Pediatrics)

**TIP:** All clinicians will have a level I and level II. Only some will have a level III specialization.

A list is available at: [www.cms.gov/Medicare/Provider-Enrollment-and-Certification/MedicareProviderSupEnroll/Downloads/TaxonomyCrosswalk.pdf](http://www.cms.gov/Medicare/Provider-Enrollment-and-Certification/MedicareProviderSupEnroll/Downloads/TaxonomyCrosswalk.pdf).

[Note: This document may be updated over time. If link does not work, type “taxonomy codes” into CMS.gov search box.]

## 2. Go to National Plan and Provider Enumeration (NPPES) website

Start here to find the instructions to apply for a National Plan and Provider ID (NPI) number.

<https://nppes.cms.hhs.gov/NPPES/Welcome.do>



From NPPES, click on [www.wpc-edi.com/codes/reference](http://www.wpc-edi.com/codes/reference).

From there, select, "**Health Care Provider Taxonomy Code Set.**"

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Use the browser's find feature (Ctrl-F) to search for values. Taxonomy codes are self-selected. Choose the code that best identifies you as a provider.

- Individual or Groups (of Individuals)
  - Group [definition]
    - Multi-Specialty - **193200000X** [definition]
    - Single Specialty - **193400000X** [definition]
  - Allopathic & Osteopathic Physicians [definition]
    - Allergy & Immunology - **207K00000X** [definition]
      - Allergy - **207KA0200X** [definition]
      - Clinical & Laboratory Immunology - **207K10005X** [definition]
    - Anesthesiology - **207L00000X** [definition]
      - Addiction Medicine - **207LA0401X** [definition]
      - Critical Care Medicine - **207LC0200X** [definition]
      - Hospice and Palliative Medicine - **207LH0002X** [definition]
      - Pain Medicine - **207LP2900X** [definition]
      - Pediatric Anesthesiology - **207LP3000X** [definition]
    - Clinical Pharmacology - **208U00000X** [definition]
    - Colon & Rectal Surgery - **208C00000X** [definition]
    - Dermatology - **207N00000X** [definition]
      - Clinical & Laboratory Dermatological Immunology - **207NI0002X** [definition]

The Administrative Simplification provisions of the Health Insurance Portability and Accountability Act of 1996 (HIPAA) are implemented through the development of the National Plan and Provider Enumeration System (NPPES).

**How to apply for an NPI**

**Individual Providers:**

As an Individual Provider, you may complete your NPI application.

1. Create a Login through the Identity & Access Management System (I&A).
2. Login to NPPES with your I&A Username and password.
3. Complete the NPI application. Estimated time to complete the NPI application form is 20 minutes.

**TIP:** A taxonomy code set is provided. Select from levels 1-3 from drop-down lists under “Individual or Groups.” Each title has a definition.

**TIP:** Under “Issuer,” remember that MEDICAID means Medi-Cal in California.

## 3. Follow NPPES data entry for NPI Application Form.

Follow on-screen instructions. For “Provider Identifiers” include provider numbers for Medicare, Medi-Cal, and PTAN. You’ll be prompted to click selections for taxonomy type, classification, and specialization.

## 4. Assign a contact person. Click on box “Same as provider” to have a copy of the NPI information sent to you, or enter info for other designated clinic staff. After submission, approval is sent via email.