



TRAINING MANUAL

CMS NPI Lookup

Welcome to Passport OneSource®! This manual is intended to supplement your training with Passport Health Communications. Please remember that Passport offers FREE Online training to your facility at any time.

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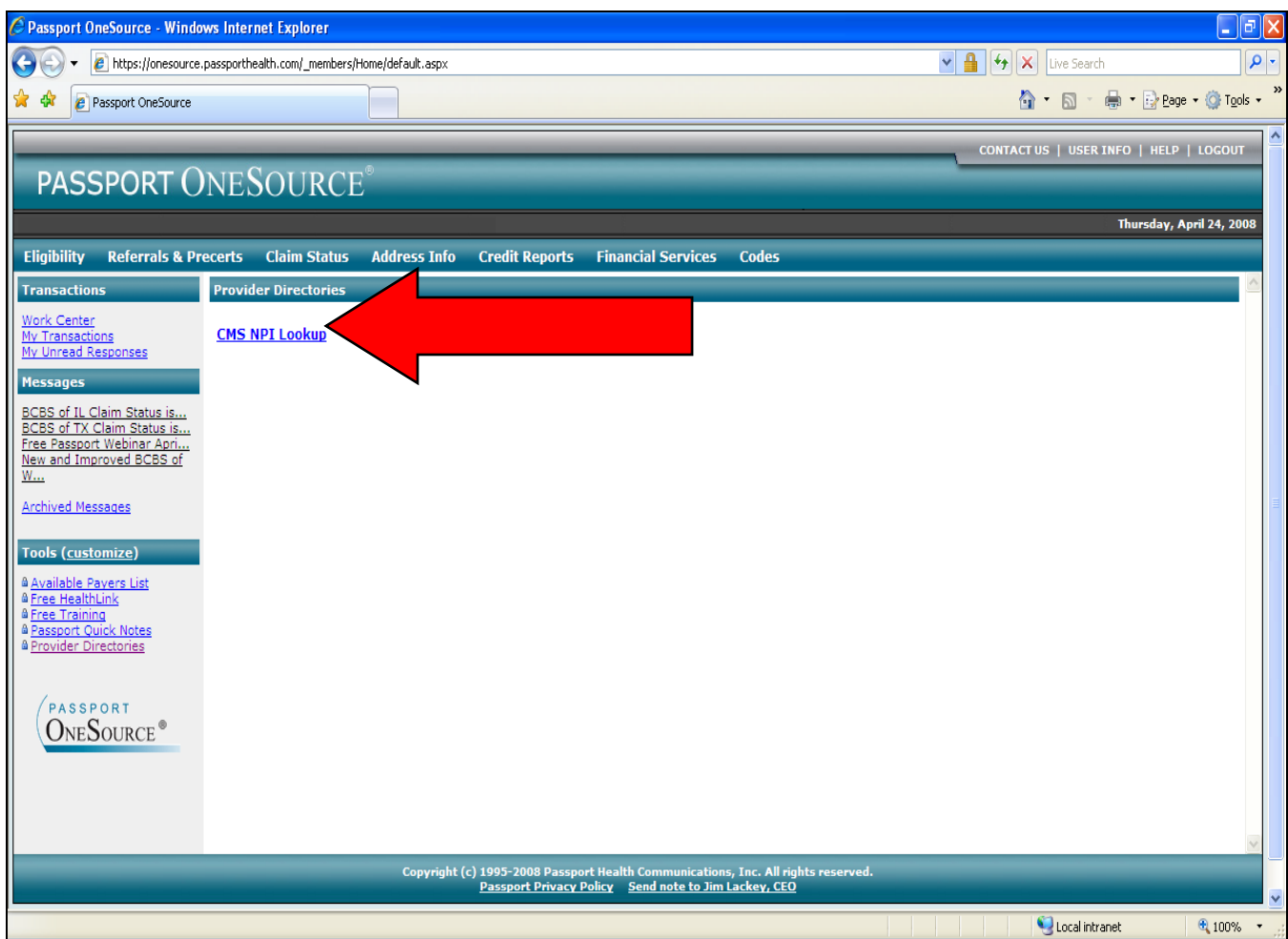




OneSource offers a NPI lookup tool located under the “Provider Directories” link.

The screenshot shows the Passport OneSource website in a Windows Internet Explorer browser window. The address bar displays the URL: https://onesource.passporthealth.com/_members/Home/default.aspx. The page has a blue header with the "PASSPORT ONESOURCE®" logo and navigation links: CONTACT US, USER INFO, HELP, and LOGOUT. Below the header is a "Welcome" banner with the date "Tuesday, April 22, 2008". A main navigation bar contains links: Eligibility, Referrals & Precerts, Claim Status, Address Info, Credit Reports, Financial Services, and Codes. The main content area is divided into three columns. The left column has sections: Transactions (with links to My Transactions and My Unread Responses), Messages (with links to Free Passport Webinar and Archived Messages), and Tools (customize) (with links to Available Payers List, Free HealthLink, Free Training, Passport Quick Notes, and Provider Directories). The middle column has sections: Medicaid (with links to Amerigroup, Health Net Medi-Cal, Health Plan of San Joaquin, Medi-Cal, and Molina), CHIP (with a link to sign up for available payers), Medicare (with a link to Medicare Advantage), Military (with links to CHAMPVA and TRICARE), and TPA (with links to AmeriHealth Administrators and Gilsbar). The right column has a section: Commercial (with links to Aetna, AFTRA Health Fund, American Postal Workers Union, Blue Cross of California, Blue Shield of California HMO/PPQ, CIGNA, First Health, Fortis - Time Insurance (FIC), Fortis - Union Security Ins (USIC), Great-West Healthcare/One Health HMO, Health Plan of San Joaquin, Humana, Humana/Employers Health, Mail Handlers Benefit Plan, Mutual of Omaha, PacificCare PPO, Principal Financial Group, and UnitedHealthcare). A red arrow points to the "Provider Directories" link in the Tools section of the left column. The footer contains copyright information: Copyright (c) 1995-2008 Passport Health Communications, Inc. All rights reserved. and links to Passport Privacy Policy and Send note to Jim Lackey, CEO. The browser status bar shows "Local intranet" and "100%".

When you click on the "Provider Directories" link the following screen will be displayed. To access the lookup tool, simply click the "CMS NPI Lookup" link.



After clicking the link, the search screen will be displayed. At this point you will need to enter the provider information. You may enter as much information as you have, but remember, the fields in **BOLD** print are always **REQUIRED**.

The screenshot shows the 'CMS NPI Lookup' search interface. It includes a title bar, search options, search results, and input fields for provider information. Annotations with red arrows point to specific elements, and callout boxes provide instructions.

CMS NPI Lookup

Search Options: Individual Provider Name ▼

Search Results: 10 ▼

Provider First Name:


Provider Last Name:

Including a city, state, or zip code in your search is recommended.

City:

State: Select a State ▼

Zip Code:



Items in **BOLD** are required.

Annotations:

- Use the drop-down menus to change your search options if needed. (Points to Search Options and Search Results)
- This is a required field so you **MUST** enter this information. (Points to Provider Last Name)
- While these fields are not required, it is recommended you input the information if you have it. (Points to City, State, and Zip Code)

CMS NPI Lookup

Search Options:

Individual Provider Name

Search Results:

10

Provider First Name:

andre

Provider Last Name:

churchwell

Including a city, state, or zip code in your search is recommended.

City:

State:

Tennessee

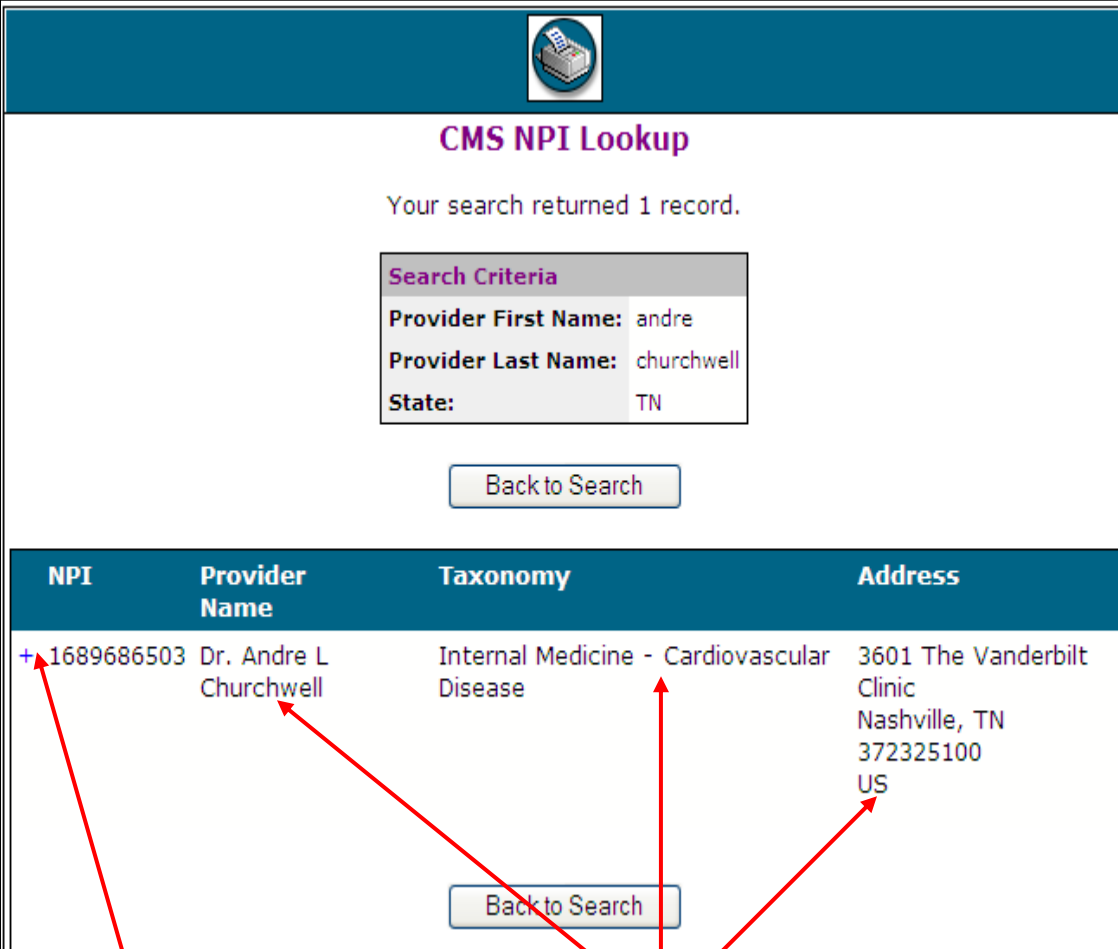
Zip Code:

Go

Items in required.

After entering the required information, you are ready to submit the request. Simply click the "Go" button.

When your search is returned, your results will be displayed as shown below.



The screenshot displays the CMS NPI Lookup web application. At the top, there is a blue header with a small icon of a computer monitor. Below the header, the title "CMS NPI Lookup" is centered in purple. A message states "Your search returned 1 record." Below this, a box titled "Search Criteria" lists the search parameters: "Provider First Name: andre", "Provider Last Name: churchwell", and "State: TN". A "Back to Search" button is located below the search criteria. The main results section is a table with four columns: "NPI", "Provider Name", "Taxonomy", and "Address". The table contains one row of data for Dr. Andre L Churchwell. A red arrow points from a text box at the bottom left to the plus sign next to the NPI number. Another red arrow points from a text box at the bottom right to the entire data row in the table.

CMS NPI Lookup

Your search returned 1 record.

Search Criteria

Provider First Name: andre
Provider Last Name: churchwell
State: TN

[Back to Search](#)

NPI	Provider Name	Taxonomy	Address
+ 1689686503	Dr. Andre L Churchwell	Internal Medicine - Cardiovascular Disease	3601 The Vanderbilt Clinic Nashville, TN 372325100 US

[Back to Search](#)

Clicking the "plus sign" will expand the provider details giving you more information.

Summary of provider's information including NPI number, name, specialty, and address.

The expanded results appear as the display below.

Back to Search

NPI	Provider Name	Taxonomy	Address
- 1689686503	Dr. Andre L Churchwell	Internal Medicine - Cardiovascular Disease	3601 The Vanderbilt Clinic Nashville, TN 372325100 US

NPI Information	
NPI:	1689686503
Entity Type:	1 - Individual
Enumeration Date:	08/12/2006
Last Updated Date:	08/12/2006
Provider Practice Information	
Name:	Dr. Andre L Churchwell
Gender:	M
Credentials:	MD
Address:	3601 The Vanderbilt Clinic Nashville, TN 372325100 US
Phone:	6153223000
Provider Mailing Information	
Address:	4163 Village At Vanderbilt Nashville, TN 372328678 US
Phone:	6153223573
Fax:	6159366095