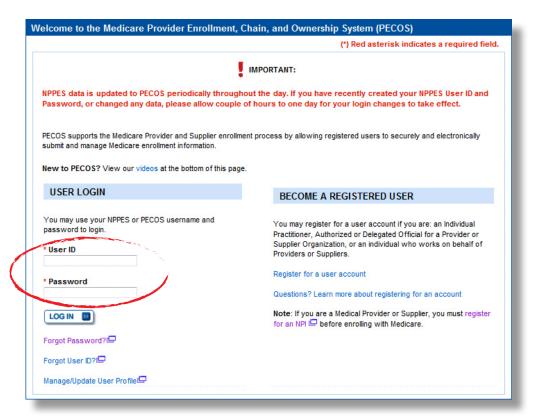
Part D Prescribers Medicare Enrollment Instructions via PECOS



For use to prescribe Part D drugs (enrollment for ordering and referring services)

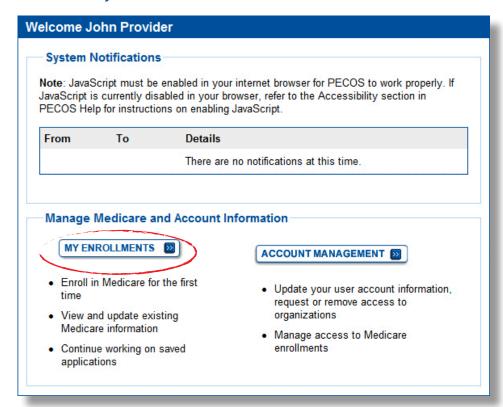
- PECOS Provider Enrollment Chain and Ownership System for Medicare enrollment.

 NPPES National Provider Plan and Enumeration System used to assign National Provider Identifiers (NPIs) for health care providers and health plans.
 - 1. Log into PECOS: https://pecos.cms.hhs.gov/pecos/login.do. Use your NPPES ID information. If you don't have a NPPES account, select the Register for a user account option.

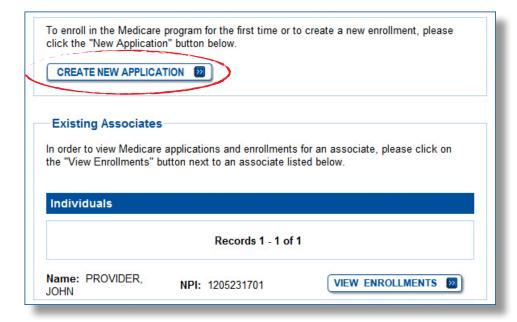




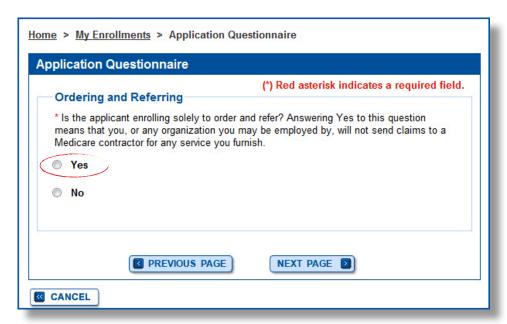
2. Select the My Enrollments button.



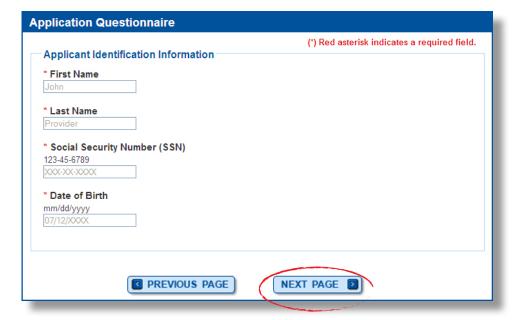
3. Select the *Create New Application* button.



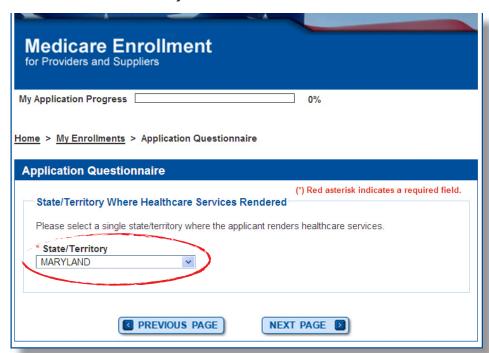
4. Select Yes.



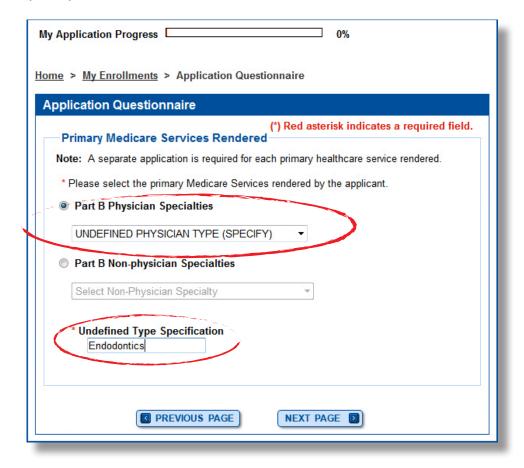
5. Confirm your identifying information and click Next Page.



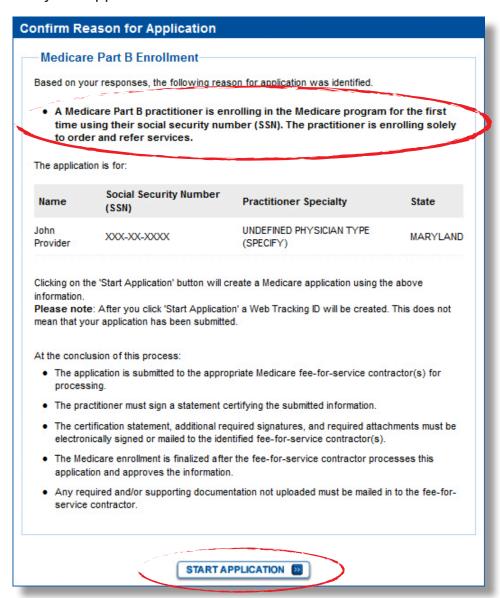
6. Select the state where you render healthcare services.



7. Choose your specialty from the drop down box. For those dentists who do not meet the listed specialties, select the Undefined Physician Type and specify dentist in the space provided.

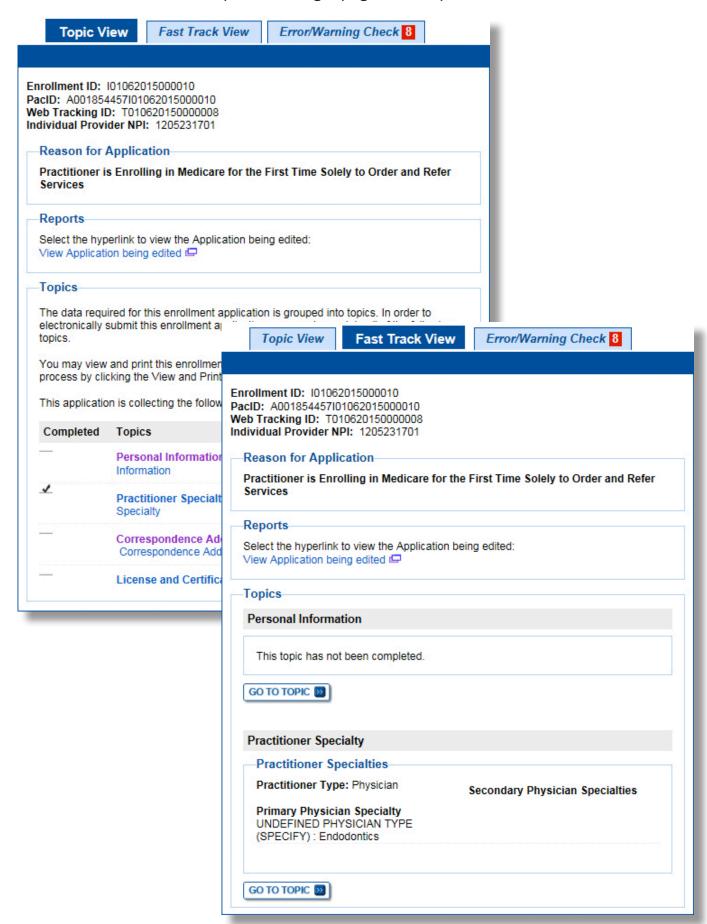


8. Verify the application submittal reason is correct.

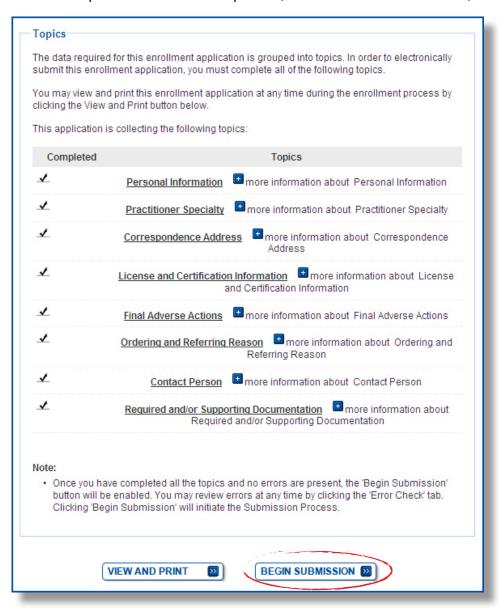


9. Click Start Application.

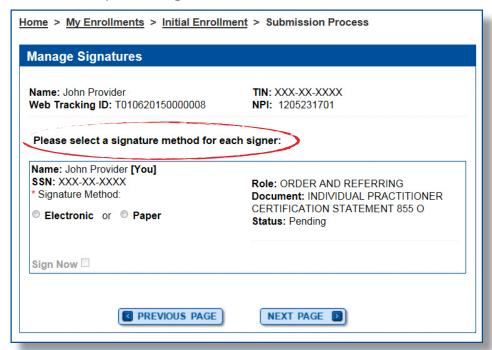
10. Complete each topic listed. Use 'Topic View' (access each topic individually) or 'Fast Track View' (view all topics on a single page) to complete.



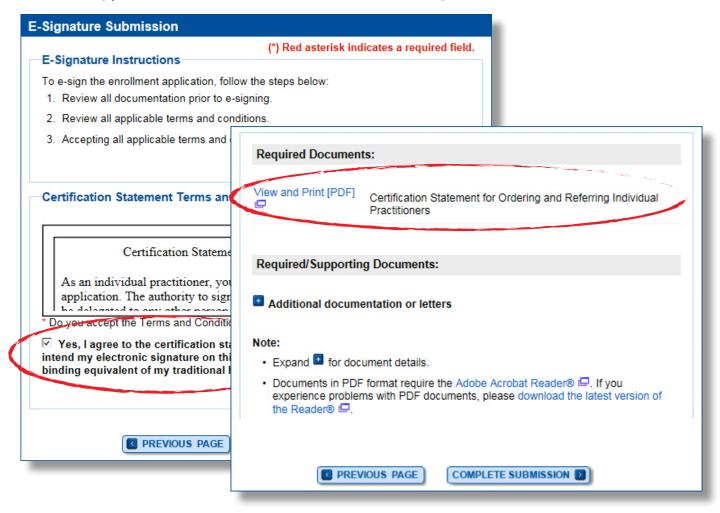
11. Once all topics have been completed, and all errors addressed, select Begin Submission.



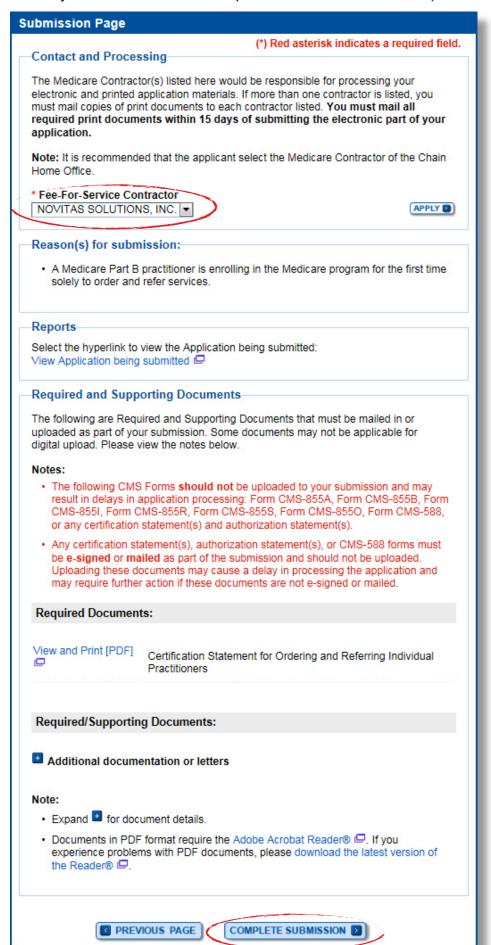
12. E-sign the enrollment application, or print, sign, and mail a hard copy certification statement to your local Medicare Administrative Contractor (MAC). E-signature allows faster processing.



If using e-signature, review and agree to the Certification Terms and Conditions. For the hard copy certification statement, look under the *Required Documents* section.



13. Select your MAC from the drop down box and click Complete Submission.



14. The Complete Submission confirmation page is displayed which the provider should print and maintain for their records.

Submission Confirmation - Print Your Receipt

Submission Complete

You have successfully submitted your application!

Remember to:

- Make sure all required and supporting documents that require a signature are signed.
- Mail all required and supporting documents that has not been uploaded to your Medicare Contractor within 15 days of submitting the electronic part of your application. Your application is not complete until the Medicare Contractor(s) receives the signed required documentation of your application in the mail.
- Any required and/or supporting documentation not uploaded must be mailed in to the fee-for-service contractor.
- Your application may be delayed or not processed if any required/supporting documentation is missing.
- Print this page for your records. Note: You can print and/or save copies of the application and required documents for your records by visiting the "My Enrollments" page.
- You will receive e-mails about your application status. Make sure to add "customerservice-donotreply@cms.hhs.gov" to your safe sender list.

You have successfully submitted your application!

Remember to:

- Include the Tracking ID or a copy of this page if you are mailing supporting documentation to your Medicare Contractor
- Mail all other supporting documents to your Medicare Contractor within 15 days of submitting the electronic part of your application. Your application is not complete until the Medicare Contractor receives all required fully signed documentation for your application.
- Print this page for your records. Note: You can print and/or save copies of the application and required documents for your records by also visiting the "My Enrollments" page.
- You will receive e-mail about your application status. Make sure to add "customerservice-donotreply@cms.hhs.gov" to your safe sender list.

Enrollment Tracking Information

Applicant Name: John Provider

Tracking ID: T010820150000008

Submitted Date: 06 - JANUARY - 2015

Submitted Bv: John Provider

If you have questions about the enrollment process you can contact your local Medicare Administrative Contractor (MAC). State MAC contact information can be found at: https://www.cms.gov/Medicare/Provider-Enrollment-MAC-List.html