

## **Change of Address - Provider Requirements by Provider Type**

Provider Type	Ordering, Referring, and Prescribing (ORP) Providers Doing-Business-As (DBA) Address - Billing Address - Legal Entity Address (no tax-ID change)		FEE-FOR-SERVICE PROVIDERS					
			DBA (no tax-ID change)		Legal Entity Address; Check Mailing Address (no tax-ID change)		Billing Address (no tax-ID change)	
	New Provider ID/Service Location (PID/SL)	Required Action(s)	New PID/SL	Required Action(s)	New PID/SL	Required Action(s)	New PID/SL	Required Action(
Individual Provider Types								
-01 PHYSICIAN	N	Submit a Provider Change of	-					
-02 OPTOMETRIST	No	Address Form (CAD)						
-03 OPTICIAN			1					
04 OCULARIST		N/A						
05 PSYCHOLOGIST								
06 PODIATRIST	No	Submit a Provider CAD				Providers linked to a group		
08 NURSE MIDWIFE						practice or enrolled as ORP: Submit a Provider CAD.		
16 CHIROPRACTOR		N/A				Providers must list their home		
17 NURSE PRACTITIONER	No	Submit a Provider CAD				address as their legal		
39 PHYSICIAN ASSISTANT						address.		
44 HEARING INSTRUMENT SPECIALIST		N/A				Billing providers only (private		
50 AUDIOLOGIST						practice or not a group):		
51 CERTIFIED REGISTERED NURSE ANESTHETIST						Submit a Provider CAD and		
57 CLINICAL NURSE SPECIALIST (CNS)	No	Submit a Provider CAD				MA Substitute W-9.		
78 PSYCHIATRIC CLINICAL NURSE SPECIALIST (PCN)				Update request on Provider				
86 QMB-ONLY PROVIDER (individual)		N/A	No	Online Service Center (POSC) or Provider CAD				
90 PHARMACIST	No	Submit a Provider CAD						
92 CLINICAL SOCIAL WORKER			1					
A9 ACUPUNCTURIST		N/A						
C5 DOULA								
Entity Provider Types								
36 DEPARTMENT OF PUBLIC HEALTH (DPH) TRANSPORTATION (AND DPH								
IVER) 49 TRANSPORTATION								
89 SCHOOL-BASED MEDICAID								
95 COMPLEX CARE MANAGEMENT								
97 GROUP PRACTICE ORGANIZATION								
oup of therapists and dentists are excluded)								
99 RELATIONSHIP ENTITY								
A5 COMMUNITY PARTNERS COMMUNITY SERVICE AGENCY								
A6 COMMUNITY PARTNERS LONG TERM SERVICES AND SUPPORTS								
A7 COMMUNITY PARTNERS BEHAVIORAL HEALTH								
A8 ELTSS CP								Update request on P Provider CAD.
-20 COMMUNITY HEALTH CENTER -21 FAMILY PLANNING AGENCY								
22 ABORTION/STERILIZATION CLINIC								Billing address must
-25 RENAL DIALYSIS CLINIC								DBA address if the n
26 MENTAL HEALTH CENTER					No		No	provider identifier (I linked to more that
-28 SUBSTANCE USE DISORDER TREATMENT								PID/SL.
29 EARLY INTERVENTION								
-31 VOLUME PURCHASER								Non-billing PID/SLs sh the appropriate bi
-33 CASE MANAGEMENT								address.
-35 STATE AGENCY SERVICES								
-40 PHARMACY								
-45 INDEPENDENT DIAGNOSTIC TESTING FACILITY						Non-billing providers:		
-46 CERTIFIED INDEPENDENT LABORATORY						Submit a Provider Change of		
53 INTERMEDIATE CARE FACILITY, MENTALLY RETARDED (ICF-MR) STATE						Address Form (CAD)		
HOOL -55 REST HOME								
-65 PSYCHIATRIC DAY TREATMENT						Billing providers:		
70 ACUTE INPATIENT HOSPITAL						Submit a Provider Change of		
73 PSYCHIATRIC INPATIENT HOSPITAL (ALL AGES)						Address Form (CAD) and MA		
73 PSYCHIATRIC INPATIENT HOSPITAL (ALL AGES)				New Application.		W-9 Form (with original signature)		
-74 SUBSTANCE ADDICTION DISORDER INPATIENT HOSPITAL						Signature)		
76 INTENSIVE RESIDENTIAL TREATMENT PROGRAM				Updated license or				
80 ACUTE OUTPATIENT HOSPITAL			Yes	certification (if required).				
81 HOSPITAL LICENSED HEALTH CENTER				Request an enrollment				
83 PSYCHIATRIC OUTPATIENT HOSPITAL				application at Mass.gov				
84 AMBULATORY SURGERY CENTER								
85 FREESTANDING BIRTH CENTER								
86 QMB-ONLY PROVIDER								
itity, organization)								
87 RADIATION ONCOLOGY TREATMENT CENTER								
91 INDIAN HEALTH SERVICES								
97 GROUP PRACTICE ORGANIZATION								
oup of therapists and dentists)								
96 LIMITED SERVICES CLINIC								
98 SPECIAL PROGRAMS: FLU VACCINE								
98 SPECIAL PROGRAMS: CERTIFIED MASTECTOMY FILTERS								
98 SPECIAL PROGRAMS: WIGS								
B7 TELEHEALTH NETWORK PROVIDER								
B8 URGENT CARE CLINIC								
B8 URGENT CARE CLINIC B9 MASS IMMUNIZER STATE AGENCY								
B8 URGENT CARE CLINIC B9 MASS IMMUNIZER STATE AGENCY C1 MASS IMMUNIZER								
-B7 TELEHEALTH NETWORK PROVIDER -B8 URGENT CARE CLINIC -B9 MASS IMMUNIZER STATE AGENCY -C1 MASS IMMUNIZER -C3 COMMUNITY SUPPORT PROGRAM (CSP) -C4 COMMUNITY BEHAVIORAL HEALTH CENTER								

\* Massachusetts Substitute W-9 form is not needed for no-pay providers

\*\* Primary Care Clincian Plan providers must attest that they have notified members of their change of address as noted in their contract. \*\*\* If your provider type requires that you be enrolled with Medicare, you must update your address with Medicare.

LTSS providers - please go to the MassHealth LTSS Provider Portal

Dental providers - please go to the MassHealth Provider Web Portal

Provider Online Service Center (POSC)

Request an application at Mass.gov

Provider Change of Address Form

MA Substitute W-9

CAD-PRPT (Rev. 12/24)