
Program Memorandum Intermediaries/Carriers

Department of Health &
Human Services (DHHS)
Centers for Medicare &
Medicaid Services (CMS)

Transmittal AB-02-029

Date: FEBRUARY 28, 2002

CHANGE REQUEST 2045

SUBJECT: Electronic Medicare Provider/Supplier Enrollment Forms

This Program Memorandum (PM) announces the availability of five electronic Medicare Provider/Supplier Enrollment forms that can be accessed at <http://www.hcfa.gov/medicare/enrollment/forms/> on the CMS web site. These forms include the CMS 855A, CMS 855B, CMS 855I, CMS 855R and CMS 855S. A comprehensive user guide, providing detailed instructions on how to download these applications, is also available on the web site. Providers/suppliers can complete a form on their computer, save it as a file, and print the completed form for final signature and submission. Providers/suppliers cannot submit these forms electronically at this time.

Contractors should immediately notify physicians, non-physician practitioners, and other healthcare providers and suppliers that these forms now reside on the CMS web site and are available for their use. Medicare contractors should accept these forms. Medicare contractors should refer provider/supplier questions to their customer service personnel or other appropriate persons to answer questions. A comprehensive user guide has been provided to all contractors.

The Durable Medical Equipment Regional Carriers (DMERCs) also should inform the supplier community about the availability of these electronic forms. DMERCs can refer suppliers with questions to the National Supplier Clearinghouse.

The *effective date* for this PM is January 31, 2002.

The *implementation date* for this PM is July 1, 2002.

These instructions should be implemented within your current operating budget.

This PM may be discarded after February 28, 2003.

If you have any questions, contact Sue Hensley at 410-786-7491.