

# Effective Dates When Changing a Tax ID for Clinic/Group Practices

June 25, 2018

The information below clarifies the effective date when changing a tax ID for clinics and/or group practices through the enrollment process.

## **Instructions and Forms**

**This does not pertain to certified providers.**

Clinics/group practices:

- ⇒ Complete the [CMS-855B Medicare Enrollment Application Form for Clinics/Group Practices and Certain Other Suppliers](#); and
- ⇒ Complete the [CMS-855R Reassignment of Medicare Benefits](#) for each individual provider to connect to the new tax id; and
- ⇒ Complete the [CMS-855I Medicare Enrollment Application Form for Physicians and Non-Physician Practitioners](#) only if physician or non-physician practitioner reassigning benefits are new to Medicare or jurisdiction; and
- ⇒ Complete the [CMS-855I Medicare Enrollment Application form for Physicians and Non-Physician Practitioners](#) for each **PA** to establish employment with the new tax ID.

This can be done using the paper form or online using the [Internet-based PECOS](#).

Forward your completed forms to the appropriate National Government Services office.

## **Effective Dates**

If both the application for the clinic/group practice and the reassignment of benefits applications are submitted **together**, and all enrollment requirements are met, all will have the same effective date.

Any reassignment of benefits application submitted **after** the clinic/group practice application, the individual provider's effective date will be based on the date the approved reassignment of benefits application is received, per the [Centers for Medicare & Medicaid Services \(CMS\) Internet-Only Manual \(IOM\) Publication 100-08, Medicare Program Integrity Manual, Chapter 15, Section 15.17\(b\)\(c\)](#).