



Memorandum

#23-068

TO: WIC Regional Directors
WIC Local Agency Directors

FROM: Amanda Hovis, Director
Nutrition Education/Clinic Services Unit
Nutrition Services Section

DATE: October 30, 2023

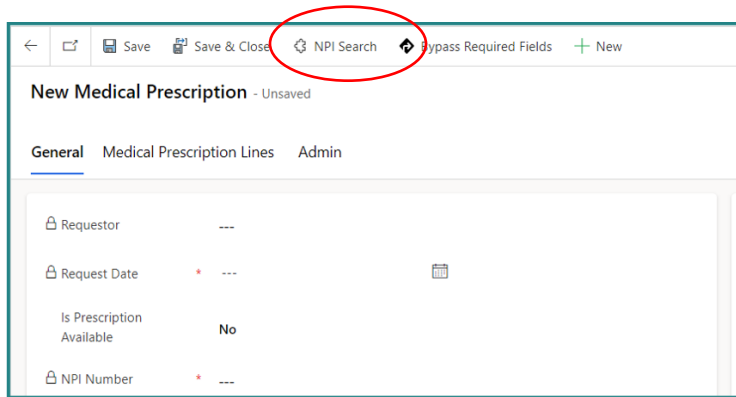
SUBJECT: Addition of National Provider Identifier (NPI) to All Medical Requests

Medicaid reimburses WIC for therapeutic formula and eligible nutritionals that are prescribed by Texas Medicaid providers and redeemed by WIC participants who are concurrently enrolled in Medicaid. Medicaid requires that the prescribing health care provider's National Provider Identifier (NPI) be included in reimbursement claims.

Starting October 23, 2023, WIC staff will need to ensure the provider's NPI is added to all Medical Prescription Requests in TXIN. Staff are not expected to determine if a participant is concurrently enrolled in Medicaid when approving a prescription, but rather should include the NPI for all medical requests.

Procedure for Adding NPI in TXIN

To meet this requirement, the New Medical Prescription page in TXIN will have an NPI Search function.



Using this search function, staff can locate the provider’s NPI and automatically populate it into the Medical Prescription Request. If multiple locations are found for a provider, choose the location that matches the telephone number on the Medical Request or ask the client which clinic they use.

Search	Select	Auto populate result

While it should be uncommon for the NPI to not be found, staff should follow these steps if no results appear.

1. Select the hyperlink in the right-hand corner of the search box for [NPPES NPI Registry \(hhs.gov\)](https://www.hhs.gov/nppes). This will open a separate website for the national database and will not populate information to TXIN.
 - a. If staff locate the provider’s NPI in the national database, copy and paste the number into the TXIN search box. If provider information is still not found, select “Bypass Required Fields” and put the NPI from the national database into the Note Section.
 - b. If no NPI number is located after searching in both databases, select “Bypass Required Fields.”
2. If the provider is from out of state, staff do not need to search the national database. Staff may select “Bypass Required Fields” and note out-of-state provider in the notes.

The need for bypass should be rare. Document specific reasons why it was used in the Notes section of the Medical Prescription Request in the MIS.

Once the NPI number is entered or bypass function is used and then saved in the MIS, the NPI Search capability will no longer be available. The NPI field on the medical prescription landing page is always locked and cannot be edited from this page.

The [Texas WIC Medical Request for Formula/Food](#) and [Texas WIC Medical Request for Metabolic Formula/Food](#) have been updated to include a space for the provider to include their NPI number on the form.

Further upcoming changes

- Update to policy FD: 16.0 to include the NPI requirement.
- Updated training on FD: 16.0.

If you have any questions, please contact the Formula Team via email at FormulaTeam@hhs.texas.gov.