

# Medicare Enrollment Guide

Are you an audiologist or SLP who...

Provides  
outpatient  
services

Sees Medicare  
patients under  
Part B

Works in a  
university clinic,  
office, or private  
practice?

You need to enroll in and bill Medicare.



## Complying With Medicare Requirements

If you have not implemented Medicare requirements and you are working with Medicare beneficiaries, then you are not in compliance with federal law. **Note these important policies:**



### Supervising Students

- Personal supervision is required.
- The supervising audiologist or SLP must be in the same room.



### Billing "Incident To"

- SLPs may bill "incident to" a physician without enrolling if working under the direct supervision of that physician.
- Audiologists are prohibited from billing "incident to."



### Selecting Your Participation Status When Enrolling

- During enrollment, you can elect to be a participating or nonparticipating provider. **Being a nonparticipating provider is still a form of Medicare enrollment.**



### Electing Not to Treat Medicare Beneficiaries

- Your university clinic or private practice may choose not to accept Medicare beneficiaries as patients.

# Medicare Enrollment Steps



## STEP 1

Each clinician in a private practice or university clinic needs an individual **National Provider Identifier (NPI)** number. The clinic itself will also likely need its own NPI number.



## STEP 2

After getting your NPI, complete the Medicare enrollment process either online via **PECOS** (Provider Enrollment, Chain, and Ownership System) or by paper. While completing the process electronically has many advantages, if you elect to mail in paper forms you will need to complete the 855 forms (**855I**, **855B**, **855R**) for yourself and the business (if applicable), and to reassign your payments to the practice (if applicable).



## STEP 3

Clinicians must also fill out these forms:

- Medicare Participating Physician or Supplier Agreement (**CMS 460 form**)
- Electronic Funds Transfer (EFT) Authorization Agreement (**CMS 588 form**)



## Setting Your Rates

Audiologists and SLPs who see Medicare beneficiaries **CANNOT ACCEPT CASH PAY** unless

- Services are excluded from coverage by law;
- Services are excluded because they don't require the skills of a clinician; or
- Services aren't considered medically necessary.

You may provide free services if you have a written policy that applies to all of your patients, regardless of payer.



## Achieving Compliance in University Clinics

Leaders within the university's system, including the university's legal counsel, must determine how clinicians can achieve compliance. Here are some questions to ask to determine if continuing to see Medicare patients is right for your clinic:

- How many Medicare beneficiaries do you treat annually?
- How will you submit claims? Do you need additional staff?
- How will you meet student supervision requirements?
- Can you partner with a skilled nursing facility or private practice in your area to help students gain clinical experience?



LEARN MORE



NPI  
Application



PECOS  
Application



855I  
Application



855B  
Application



855R  
Application



CMS 460  
Form



CMS 588  
Form

**QUESTIONS?**  
Contact  
[reimbursement@  
asha.org](mailto:reimbursement@asha.org).