

Non-Participating Provider Activation Form



Please submit all requested information to prevent delays in claims processing.

Massachusetts Providers:	New Hampshire Providers:
You must submit this completed form and a copy of your W-9 via fax to 617-897-0818 or via e-mail to Provider.ProcessingCenter@wellsense.org .	You must submit this completed form and a copy of your W-9 via fax to 866-779-5948 or via e-mail to NHPProvider.Enrollment@wellsense.org .

Date of Request	Referral/Auth. #
Requested By	Department:
Member Name	WellSense Member ID:
Member Plan	"
Are you in the process of contracting? <input type="checkbox"/> Yes <input type="checkbox"/> No	

Provider Information

Please complete all applicable fields below. If the provider information is not complete, it will delay the processing of this request.

Entity Practitioner Facility Group

Provider Name: _____

Provider NPI#: _____

Provider Title (i.e. MD, DMO, PA): _____

Group Name (if applicable): _____

Provider's SSN	License #
Provider's DOB	Specialty
NH Medicaid ID	Gender
Email Address	Your e-mail address is required to receive notification so that you may submit claims.

Primary Practice

Non-Participating Provider Activation Form



Physical address where members will be receiving their service, P.O. Box is not accepted.

Address Line 1	Address Line 2	
City	State	Zip code
Office Contact	Office Phone	Office Fax

Billing Information

Billing name

Address Line 1	Address Line 2	
City	State	Zip code
Billing contact	Phone	
Tax ID	Fax	

Please Attach Copy of W-9 Form

Comments (Include here)

Providers may not bill or balance-bill New Hampshire Medicaid members for any covered service. In addition, non-contracted providers treating members of WellSense Health Plan must obtain prior-authorization prior to delivering services to our members. WellSense Health Plan prior authorization forms can be found on the Provider Page of our website at [wellsense.org](https://www.wellsense.org). You may also contact the Pre-Authorization team by phone at 800-900-1451, Option 3. Failure to obtain prior authorization may result in a denial of your claim.