

ELECTRONIC NPI UPLOAD FILE (TYPE 1 NPI BULK NOTIFICATION) – FILE CONTENT AND INSTRUCTIONS FOR USE

Data Element	Data Element Name	Usage (see Notes)	Length	Data Attributes	Comments
Header	Transaction Identifier	R	9	A/N(9)	Initial transaction will be ENUFv1.1
Header	File Creation Date	R	14	N(14)	Date the file was created Format: CCYYMMDDhhmmss
Header	Sending Organization Name	R	50	A/N(50)	Name of health care organization
Header	Sending Organization Tax ID	R	9	A/N(9)	Tax ID of Health System, Hospital, Clinic, etc.
Header	Recipient Type	R	Select	Select	“Payer” or “Provider” or “PAYER” or “PROVIDER”
Header	Recipient Name	R	50	A/N(50)	Organization name
Header	Contact First Name	R	35	A/N(35)	First name of contact person for questions
Header	Contact Last Name	R	50	A/N(50)	Last name of contact person for questions
Header	Contact Phone Number	R	10	N(10)	Phone number for contact person
Header	Contact Email Address	O	50	A/N(50)	Email for contact person
Record	Provider First Name	R	35	A/N(35)	First name of provider
Record	Provider Last Name	R	50	A/N(35)	Last name of provider
Record	Provider Middle Initial	O	1	A/N(1)	Middle initial of provider
Record	Credential (MD, D.O. etc)	O	35	A/N(35)	Provider credential
Record	SSN or ITIN Number	O	9	A/N(9)	Either SSN or ITIN (format 999999999)
Record	DEA Number	O	9	A/N(9)	Provider’s DEA number (if available)
Record	Gender	R	1	A/N(1)	M=Male, F=Female, U=Unknown
Record	Date of Birth	R	8	N(8)	Format CCYYMMDD
Record	State License Number	O	35	A/N(35)	License number on record (if applicable)
Record	Issuing State	O	2	A/N(2)	State where license was issued
Record	NPI	R	10	N(10)	Type 1 NPI assigned by NPPES
Record	Legacy ID if assigned by Payer receiving this file	S	13	A/N(13)	Either a payer-assigned legacy ID or a UPIN must be provided.
Record	UPIN	S	6	A/N(6)	Either a UPIN or a payer-assigned legacy ID must be provided. (Optional for provider-to-provider exchange of NPI data)

ELECTRONIC NPI UPLOAD FILE (TYPE 1 NPI BULK NOTIFICATION) – FILE CONTENT AND INSTRUCTIONS FOR USE

Notes:

1. Data Element Usage Definitions:
 - R=Required
 - O=Optional (Send if you have it)
 - S=Situational (Conditional use applies)
2. The header information does not repeat within the file. Record content is repeatable.
3. When sending a payer Type 1 NPIs, either a payer legacy ID or the individual provider's UPIN must be provided with the NPI. If neither is available, a license number or SSN/ITIN must be provided.
4. The ENUF file is intended for use for bulk registration of Type 1 NPIs only.
5. The ENUF file should be used for initial bulk NPI notification, but may also be used subsequently if it contains NPI information for at least 25 practitioners.
6. The ENUF file should not be used for new individual providers. New providers (those not previously assigned a legacy ID or enrolled with the payer) must enroll with each appropriate payer using existing forms and/or business processes.
7. Organization providers should submit Type 1 NPI information only for those employed individual practitioners your organization enumerated with the NPPES.
8. The ENUF file should not be used for notification of Type 1 NPIs after May 23, 2007, or when a specific payer has designated a prior cut off date for transitioning to use of NPI only.
9. In order to correctly associate an NPI with the appropriate individual, payers would prefer other identifiers to validate the NPI association in the following priority:
 - One or more proprietary, payer-assigned IDs (if applicable). Only use specific legacy IDs issued by the payer receiving the file.
 - The individual provider's SSN.
 - The individual provider's UPIN.
10. It is important to provide at least 1 or more additional, unique identifiers besides the NPI in order for the recipient organization to match the submitted data with a valid provider in their internal systems.