

Blue Cross and Blue Shield of Louisiana (Louisiana Blue) classifies the following providers as professionals. If you are one of these provider types, use this guide to identify the forms you should submit to Louisiana Blue to establish your credentials or update your information.

- Applied Behavioral Analysts
- Acupuncturists
- Audiologist
- Certified Nurse Midwife
- Certified Registered Nurse Anesthetist
- Certified Registered Nurse First Assistant
- Clinical Nurse Specialist
- Doctor of Chiropractic
- Doctor of Osteopathic
- Doctor of Medicine
- Doctor of Podiatric Medicine
- Doctor of Dental Surgery
- Doctor of Medicine in Dentistry
- Hearing Aid Dealer
- Licensed Addiction Counselor
- Licensed Clinical Social Worker
- Licensed Professional Counselor
- Louisiana Registered Doula
- Nurse Practitioner
- Occupational Therapist
- Optometrist
- Physician Assistant
- Psychologist
- Physical Therapist
- Registered Dietitian and Nutritionist
- Registered Nurse First Assistant
- Speech-Language Pathologist and Audiologist

Special Exceptions

Most clinics and group practices consider themselves to be facilities, but Louisiana Blue treats them as professional providers. Submitting facility forms will not update information for their physicians, nurse practitioners, physician assistants or other clinicians. Please use the Louisiana Blue professional forms to make updates.

Emergency room professional groups are an exception to this rule. Louisiana Blue treats emergency room professional groups as facilities. Please use the Louisiana Blue facility forms to update the provider record of an emergency room professional group.

Many **rural health clinics** and **Federally Qualified Health Centers** also view themselves as facilities. Louisiana Blue treats these entities as professional providers. These organizations should complete the Louisiana Blue professional forms.

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Professional Provider Credentialing and Application Packets

Professional providers should use the following packets. *Note: Louisiana Blue only accepts the Council for Affordable Quality Healthcare (CAQH) application for professional credentialing and recredentialing.*

- **Professional CAQH Credentialing Packet Participating** – Apply to participate in our networks as an individual provider using your CAQH ID.
- **Professional CAQH Credentialing Packet Join an Existing Group** – Apply to participate in our networks by joining an existing provider group using your CAQH ID.
- **Professional Nonparticipating Record Application (Applying with CAQH)** – Obtain a provider record to file claims as a nonparticipating provider using your CAQH ID.
- **Professional Nonparticipating Record Application (Applying without CAQH)** – Obtain a provider record to file claims as a nonparticipating provider without a CAQH ID.

To find these packets, visit www.lablue.com/providers, choose “Network Enrollment,” then “Join Our Networks,” select “Professional Providers” and then “Join Our Networks.”

Professional Provider Update Forms

Professional providers use the forms below to notify Louisiana Blue of changes or additions to their demographic information.

- **Individual/Group Provider Update Request Form** – Update your name, specialty, addresses (physical, correspondence, billing, medical records) and contact information.
- **Link to a Group or Clinic Form** – Join an existing provider group if already credentialed with Louisiana Blue.
- **Professional Tax Identification Number (TIN) Change Form** – Submit Tax ID changes.
- **Add Practice Location Form** – Add new practice locations.
- **National Provider Identifier (NPI) Change Form** – Submit NPI number changes.
- **Request for Termination Form** – End network participation or close a provider record.
- **Electronic Transactions Transfer (EFT) Change/Termination Form** – Update your EFT payment information or cancel receiving payments via EFT.

To find these forms, visit www.lablue.com/providers, choose “Resources,” then “Forms.” Under “Professional Provider Change Forms,” select a link based on the type of change you are making to access the applicable update form.

Need Additional Guidance?

If you have additional questions or need further assistance determining the appropriate forms to use, please email PCDMstatus@lablue.com.