NPI - Do You Know Alert Series #6 of 9: Updating a Taxonomy

Do you know how to update your Taxonomy?

Actively enrolled providers can update their taxonomy information using the following two methods:

Updating NPI Crosswalk Information (e.g., NPI, Taxonomy, zip, etc.)

- To update NPI Crosswalk Taxonomy, which was used for the previous NPI Crosswalk mapping methodology (claims submitted prior to 03/01/2022), providers should complete and submit a Florida Medicaid NPI Registration Form. To access the NPI Registration form, navigate to the Florida Medicaid Public Web Portal at http://mymedicaid-florida.com and click on Enrollment, then Enrollment Forms.
- Submit a letter of request that is signed by an authorized signer. Submit the letter via Trade Files in the secure web portal using the “Update NPI” document type.

Updating a Specialty Taxonomy (the specialty and/or taxonomy the provider is enrolled)

- Submit a letter of request that is signed by an authorized signer. Submit the letter via Trade Files in the secure web portal using the “Update Name/Specialty” document type.

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