



NEW ANCILLARY PROVIDERS LOCATED OUTSIDE OF MICHIGAN ONLY

Enrollment documents helpful hints

We've compiled a list of tips and hints for the required enrollment paperwork. You'll find our provider applications and signature documents at bcbsm.com/providers.

If you're one of the providers listed below, called allied providers, you can use our provider portal (availity.com) for EFT and online vouchers, plus patient eligibility, benefits and claims status.

- Clinical Independent Laboratory
- Durable Medical Equipment Supplier
- Freestanding Radiology Center
- Hearing
- Independent Diagnostic Testing Facility
- Physiological Laboratory
- Vision

New Allied Provider

Application

- Complete the fax cover page first. It'll populate the rest of the pages with the NPI and TIN. Please do not use your own cover page.
- **Don't** hand write on the fax cover page as it'll delay processing.

Section hints

1. Complete all demographics fields.
2. Complete your tax information.
3. Mark the boxes of the networks in which you want to participate for your applicable specialty.
4. Please provide your Professional ID and include required documentation.
 - 4A. Please complete this section if you are a Freestanding Radiology Center (FRC), Retail Health Center, Urgent Care Center (UCC) or Private Duty Nursing.
 - 4B. Please complete this section if you are a Durable Medical Equipment Supplier, Orthotic Supplier, Prosthetic Supplier, Prosthetic and Orthotic Supplier.
5. Complete all address fields (primary, payment/remit, mailing and medical records request).
6. Include your contact information.
7. Indicate yes or no on the questions. **Don't forget to sign.**

Required documents

Please see the [Required Documents Checklist \(PDF\)](#)

then select the + located under *BCBSM agreements and signature documents* on the *Provider Enrollment* web page.

Availity® is an independent company that contracts with Blue Cross Blue Shield of Michigan and Blue Care Network to offer provider portal and electronic data interchange services.

