Key information about contracting with Humana

Thank you for your interest in becoming a Humana physician or other health care provider. For both solo practitioners and many group practices, completing our online provider self-nomination form is an essential step toward joining our networks.

Please note that our self-nomination form does not apply to providers with complex billing practices:

- Physicians or other health care providers with multiple employer identification numbers (EINs) or taxpayer identification numbers (TINs)
- Physicians or other health care providers with multiple billing national provider identifiers (NPIs)

These providers (complex groups, hospitals, independent physician associations, physician-hospital organizations, other medical facilities and integrated health systems) should submit a request to join our networks by contacting their regional contracting representative.

In addition, the following providers should contact Humana’s specialty contracting departments to request to join the networks:

**Behavioral health providers**: For more information about contracting with Humana Behavioral Health, visit [www.humanabehavioralhealth.com/providers/join-our-network/](http://www.humanabehavioralhealth.com/providers/join-our-network/). Hawaii behavioral health providers should send an email to Hawaii_Contracting@humana.com to express interest in contracting.

**Chiropractors**: Chiropractors in Arizona, Georgia, Hawaii, Illinois, Kentucky, Ohio and South Florida (Broward, Miami-Dade and Palm Beach counties) should see the "Credentialing" section at [www.wholehealthpro.com](http://www.wholehealthpro.com) for more information about contracting with a network that serves Humana members. All other chiropractors may use Humana's online application.

**Dental providers**: If you are a dentist interested in participating in the HumanaDental Network, please complete our dentist network application form.

Applicants in the following states should use these links instead:
- Michigan: DenteMax
- Minnesota: Premier
- Nevada: Diversified

**Vision providers**

Send an email to Humanavision@humana.com to express interest in contracting with the Humana Vision Care Plan.
What you’ll need before you start

Make sure to have all of the following information available before using the online provider self-nomination form:

1. Your EIN or TIN, business name and address exactly as it appears on your income tax form or W-9. You also need your tax filing classification per the IRS (i.e., type of business and tax-exempt status). Here is an example of a W-9 form:

![W-9 Form](image)

2. The individual NPI and Council for Affordable Quality Healthcare (CAQH) number for each practitioner affiliated with the provider business entity.
   - All practitioners must have an active, valid NPI.
   - For credentialing purposes, all practitioners must be registered through CAQH, and their information must be current and accurate.
   - Your billing NPI name must match your income tax (IRS) name.
   - For more information about obtaining an NPI, visit [https://nppes.cms.hhs.gov](https://nppes.cms.hhs.gov).
   - For more information about obtaining a CAQH ID, visit [caqh.org](http://caqh.org).

3. Billing address information, along with billing contact (name, phone, fax and email).

4. Claims payment (remittance/pay to) address information.
5. Contracting contact information (address, contact name, phone, fax and email). This will be used for communications regarding changes to your contract (i.e., amendments and notifications).

6. Contact information for other correspondence (address, contact name, phone, fax and email).

7. Complete office service address and contact information (phone, fax), including hours of operation.

8. Information indicating the service location(s) where individual practitioners practice.
**Getting started**
When you have reviewed all of the information in this document and have gathered the required information, please **fill out the online form**.

**Internet Explorer users:** Please review the following instructions before starting the application process.

**Check compatibility view settings**

1. **Launch Internet Explorer and click on the Tools icon.**
2. Select “Compatibility View settings.”

3. Ensure that none of the boxes at the bottom of the Compatibility View Settings window is checked, then click “Close.”