



Ordering, Referring, and Prescribing Provider Readiness Checklist

The following readiness checklist is intended to be a general guide, not a comprehensive project plan. Medi-Cal recommends that billing providers and their staff use this checklist as a guideline to prepare for and comply with the requirements of the Patient Protection and Affordable Care Act (ACA) 2010, when billing for goods or services ordered, referred or prescribed by another provider:

TASK	DATE DUE	OWNER	COMMENTS (ISSUES, CONCERNS)
Communicate and train providers and staff on the ORP requirements/responsibilities, ensuring the organizational SOPs and resources are understood.			
Create and implement a process for monitoring and analyzing the Medi-Cal Remittance Advice Details (RAD) 558 warning messages.*			
Create and implement a process to take action on RAD 558 warning messages.			
Create and Communicate Standard Operating Procedures (SOPs) to: <ul style="list-style-type: none"> • Validate the ORP provider NPI • Reach out to an ORP provider who has not supplied an NPI • Reach out to an ORP provider who is not enrolled in Medi-Cal/Medicare • Fulfill services from ORP providers who fail ORP validation 			

*RAD 558 tip!

- For correlation of the Medi-Cal RAD 558 to the national Claim Adjustment Reason Codes and Remittance Advice Remark Codes, please refer to the Remittance Advice Details Electronic Correlation Table to National Codes section of the provider manual.

MORE INFORMATION

ORP updates can be found at: http://files.medi-cal.ca.gov/pubsdoco/ordering_referring_and_prescribing/orp_landing_page.asp

See FAQs, articles, etc.

Application information can be found in the Provider Application and Validation for Enrollment system (PAVE): <https://pave.dhcs.ca.gov/sso/login.do>

RESOURCES FOR CHECKING THE ORP PROVIDER ENROLLMENT STATUS:

ORP Directory Lookup Application (Beta Release)

Note: This is a compiled list of enrollment sources for validation. *Please read the Conditions of Use.*

Individual Resources:

- National Plan and Provider Enumeration System ([NPPES](#))
- [CHHS Open Data Portal](#)
- [Order and Referring \(Data.CMS.gov\)](#)
- [Managed Care Resources](#)
- [Denti-Cal Resources](#)

