

## Essential data elements for dental claim submission

You can avoid most claim processing delays by including these key data elements:

- Accurate and complete information identifying the patient and policyholder (if different from patient), including full names, identification numbers, and dates of birth
- Date and place of service
- Identification of the service(s) provided by appropriate diagnosis code(s), procedure code(s), and applicable modifiers
- Evidence that any required prior authorization was obtained
- Identification of the treating and billing provider, including NPI numbers as indicated in the following table:

LOOP	ELEMENT	ADA Field	DESCRIPTION	BCBSAZ REQUIREMENTS
2310B	NM109	54	Treating provider NPI	Required. Enter the individual (not organizational) NPI number corresponding with the treating dentist's name. All dental claims must have the treating dentist's NPI.
2310C	N301-N403	56	Treating provider address, city, state, ZIP code	Required when different from billing address. Enter the physical location where the treatment was rendered. Must be a street address, not a P.O. box.
2010AA	NM103 NM301-403	48	Billing provider info	Required. Enter the name and complete address of the billing dentist or dental entity that furnished the services to the patient. Use the full nine-digit ZIP code.
2010AA	NM109	49	Billing provider NPI	Required. Enter the appropriate NPI number for the billing dentist or dental entity. All dental claims must have the billing provider/entity NPI.
2010AA	REF*EI	51	Billing provider SSN or Federal tax ID	Required. Enter the federal tax ID number of the billing dentist or dental entity.

Note: Our claim processing system includes edits to filter out and reject claims that have one or more of the following tax ID number (TIN) errors:

- Billing TIN not valid for date of service
- NPI/TIN combination not in our database for treating provider (treating provider NPI must be an individual NPI, not an organizational NPI)
- NPI/TIN combination not in our database for billing provider

If you need to update our systems with your current NPI/TIN information, use the Dental Provider Information Change Form. You can access the form at [azblue.com/BlueDentalProvider](https://azblue.com/BlueDentalProvider) or in the secure provider portal at [azblue.com/providers](https://azblue.com/providers) > Provider Resources > Forms > Provider Information Change > Provider Information Change - Dental.