

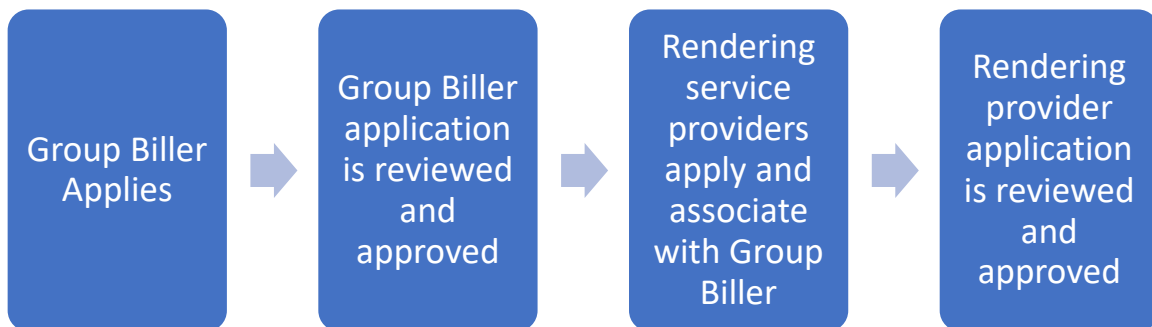
Definition: Group Billers (provider type 01) are organizations electing to act as financial representatives for any provider or group of providers. As of February 18, 2024, Group Billers are required to disclose only the pay-to address and cannot add servicing locations on the Group biller application. Group billers themselves **do not** have servicing addresses in the AHCCCS Provider Enrollment Portal (APEP) because they are a billing entity **only**. While they will be connected to servicing providers, the Group Biller profile itself only has a pay-to address. Group billers do not independently provide services to members and as such do not have practice locations. The service addresses for the providers rendering services for the group are captured on the servicing providers application, NOT on the group biller application.

The provider type “Group Biller” is not a traditional “provider type”, the way other provider types are classified. It is instead, an administrative avenue to allow organizations to bill on behalf of registered providers. The requirements to enroll as a group biller are different than that of other provider types.

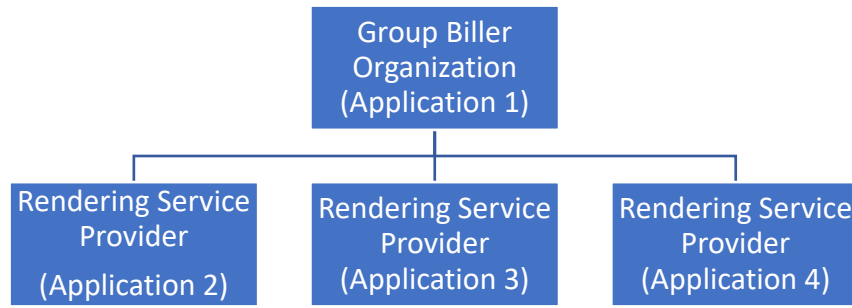
For example, provider type 02 Hospital must meet specific licensure requirements for each category of service available for their specific provider types. Group billers do not have categories of service, they do not require licensure, and they cannot bill independently without an associated registered provider.

Group Billers (Provider Type 01)	Hospitals (Provider Type 02)
No License Requirement	License Required
No Categories of Service (COS) – In order to bill, must associate with a rendering service provider.	Categories of Service (COS) based on licensure – does not require association with a rendering service provider.

Example of Group Biller application sequence:



Example of Group Biller application structure:



**This is an example only and is not intended to limit the number of rendering service providers that may be affiliated with a Group Biller.*

In this example, Application 1 for the group biller **does not** list service addresses. The service addresses are captured on Application 2, 3 and 4 for the respective rendering service provider.

The Group Biller must apply and be approved for enrollment before they are able to associate with rendering service providers.

When Group Billers intend to bill for services rendered by licensed providers who work in a non-licensed entity, the **individual** rendering service provider must register with AHCCCS under their rendering provider type and associate with the register Group Biller organization in APEP using the step called “Associate Billing Provider/Other Associations”. The rendering service provider must be appropriately licensed based on the provider type.

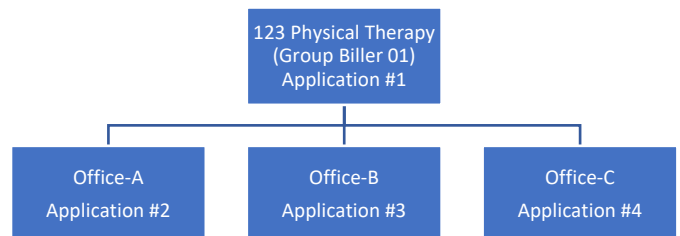
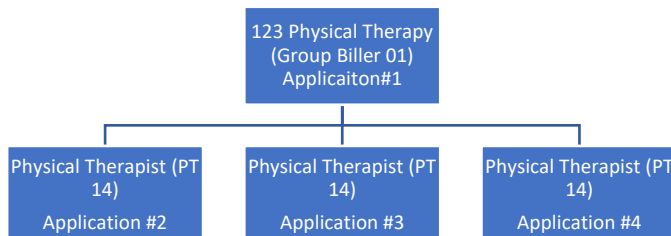
For example:

123 Physical Therapy is a Group Biller who intends to bill for physical therapy services provided at 3 locations: Office-A, Office-B, Office-C.

The physical therapy locations are not medically licensed facilities; however, the physical therapy services are provided by licensed physical therapists. In this instance, 123 Physical Therapy would be required to enroll as a Group Biller. After the Group Biller is approved and enrolled, the individual physical therapists would have to register in APEP as Physical Therapists (PT14) and associate with 123 Physical Therapy.

CORRECT

NOT CORRECT



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