

Nurse Practitioner Enrollment in the Medical Services Plan/Health Insurance BC

Medical Services Plan/Health Insurance BC and Nurse Practitioners

Unlike physicians, nurse practitioners (NPs) are not paid directly by the Medical Services Plan (MSP)/Health Insurance BC (HIBC) for services provided to BC residents. However, NPs provide services to eligible beneficiaries and are required, by the Ministry of Health, to submit a record of these services to the MSP/HIBC. For this reason, NPs are responsible for familiarizing themselves with MSP/HIBC policies and procedures relevant to [encounter records submission](#) and beneficiary services and benefits.

MSP Practitioner Number - (also referred to as “Billing number”)

NPs are required to register with the MSP/HIBC, complete the [Application for Billing Number](#) and return it to HIBC when they have obtained full NP registration with the BC College of Nurses and Midwives (BCCNM). The billing number allows the NP to submit encounter records through the MSP/HIBC claims processing system for services provided to eligible MSP/HIBC beneficiaries.

Registration status with the MSP/HIBC and the possession of an active MSP practitioner number is contingent upon the NP’s continued practicing registration with the BCCNM. The NP is responsible for reporting any changes in registration status to MSP/HIBC. The BCCNM will notify MSP/HIBC in cases where registration is suspended under professional conduct review.

Change of Address

If an NP’s address or telephone number changes, it is the NP’s responsibility to advise the MSP/HIBC of the change so that the NP’s file can be updated accordingly. Timely notification of changes ensures that NPs obtain accurate information and efficient service. NPs should also notify the BCCNM of any address changes at the same time.

Use of Another Practitioner's Billing Number

All encounter records submitted to the MSP/HIBC must include the MSP practitioner number of the health professional who performed the service; therefore, an NP cannot submit an encounter record or request a medical or diagnostic service under another practitioner's number. The practitioner whose number appears on the MSP/HIBC claim assumes full responsibility for the service provided.

Provisional Registration

NPs who are registered with the BCCNM as “provisional NPs” are those who do not yet have a full license. Provisional NPs work under a mentor/supervisor (a fully licensed NP or physician) with whom they review their work. Encounter records and referrals/requests for medical and diagnostic services made by provisional NPs must be reviewed by and submitted under the supervising practitioner’s MSP practitioner/billing number and are deemed to be the responsibility of the supervising practitioner.

Delegated Procedures

NPs cannot submit encounter records for any activity delegated to other practitioners.

Payee/Payment Number

In order to facilitate submission of encounter records and accurate data collection, the MSP/HIBC requires that the NP's MSP practitioner number be associated with a payment number (also called the payee number). The payee number identifies the clinic, facility or health authority where the NP is employed. The number is not used for payment purposes, but for enabling the Ministry of Health to connect an individual NP's practice activity to their employer. Should an NP change employer, the practitioner number stays the same, but the payee number changes to that of the new employer.

When an NP is employed and the site has a payee number, the NP will use the employer's payee number. If the site has no payee number, the NP will use their personal payee number to submit encounter records. All NPs are assigned a personal payee number (which is the same as the NP practitioner/billing number) that needs to be connected with a data centre (the electronic software used to submit NP encounter records or physician claims via Teleplan).

To be assigned to a payee/payment number, completion of an Encounter Records Submission Authorization form is required

<http://www2.gov.bc.ca/assets/gov/health/forms/2871fil.pdf>

Other MSP forms can be found [here](#).