



Montana Healthcare Programs Provider Notice

June 18, 2024

Revised

All Providers

DEA Number Required for Prescribers

Providers who prescribe or dispense any controlled substance must be registered with the U.S. Drug Enforcement Administration (DEA) and are required to include their DEA license information with their enrollment information. A DEA license, which is valid for three (3) years, ensures providers understand and comply with federal laws.

When completing an enrollment application or update for a provider with prescribing privileges in the Montana Program for Automating and Transforming Healthcare Provider Services Portal (PSP), be aware that the DEA license questions are presented in a single line question format versus the standard grid format used for other licensure types in the PSP.

DEA license questions are presented under the Credentials Menu option on the Licensing, Certifications & Accreditations tab. Each question requires a Yes/No response. Prescribing providers enrolling with Montana Healthcare Programs should answer Yes to all applicable questions on this tab.

Licensing, Certifications & Accreditations

Licensing, Certifications & Accreditations ? Help

Please complete all of the required information when entering licensing, certification, and accreditation information if applicable. To add a license, certification or accreditation, select the "Add" button and the corresponding pop-up screen will display. Enter in the license, certification, or accreditation number, effective and terminate dates, and indicate the name of the issuing party identifier. Use the top ? to access User Documentation to help navigate each section of the Provider Enrollment application. The 'Help' symbol is also available for additional help or the (i) for hover field level help.

Please enter the exact License number located on your certificate, including special characters.

Hospital Privileges:

Does this provider have hospital privileges? *

Yes No

Questions:

1) Do you prescribe Methadone & Buprenorphine? *

Yes No

2) Do you Prescribe Buprenorphine Only? *

Yes No

3) Do you Prescribe Methadone Only? *

Yes No

4) Do you have a DEA License? *

Yes No

DEA LICENSE # (format: AA9999999) * Type: *

Effective Date: * Expiration Date: *

Document Name	Document Type	Other (Mail or Fax)	Actions
DEA	DEA	<input type="checkbox"/>	<input type="button" value="Add"/> <input type="button" value="Info"/>

A missing DEA license can result in a longer enrollment process time.

If you inadvertently answered No to the questions for the DEA license and have already submitted your enrollment/update, the current update will need to be processed and then a new update will need to be created. On the new update you create, the DEA question will need to be answered "Yes" with uploaded supported documentation.

When updating or revalidating a provider enrollment record, verify that the valid provider DEA license is on file. This will help prevent claim denials.

Contact and Website Information

For claims questions or additional information, contact Montana Provider Relations at (800) 624-3958 or (406) 442-1837 or email [Montana Provider Relations Helpdesk](#).

Visit the [Montana Healthcare Programs Provider Information website](#) to access your provider type page. Choose Resources by Provider Type in the left-hand menu.

Visit the [Contact Us page](#) on the Provider Information website for additional DPHHS contact numbers.