Doula Practitioner Data Form Instructions

Instructions: On the enclosed Practitioner Data Form, please fill out Sections A, B, and C. If needed, attach additional pages. Please also submit the additional documents noted below. All information should be submitted to **Contracting@DelawareFirstHealth.com**.

Section A – Provider Data:

- Enter all provider data.
- Medicaid/MCD ID number.
- Doula Certification number.

Section B – Billing:

- Enter billing information.

Section C – Demographics:

- Enter service county(ies).

Additional Documents to Submit:

- W9 (with date and live signature).
- Disclosure of Ownership and Control Interest Statement.
- Certificate of Insurance.

Section A: Provider Data			
Date Completed:	**Individual NPI:**		
Are you registered with CAQH? **☐ Yes ☐ No**	**If yes, CAQH Provider ID:**		
Last Name:	**First Name:**	**Middle Initial:**	
Date of Birth:	**Employer Identification Number:**	**Medicaid/MCD ID:**	
Title/Degree (MD, DO, NP, etc.):	**(INTERNAL NOTE) DO NOT Display in Provider Directory**		
Has Practitioner completed Cultural Competency Training? ☐Yes ☐No			
If Yes, did the training include the following? **African American ☐Yes ☐No Asian ☐Yes ☐No Other_____ ☐Yes ☐No** **Alaskan Native ☐Yes ☐No Hispanic/Latino ☐Yes ☐No** **American Indian ☐Yes ☐No Pacific Islander ☐Yes ☐No**			
Primary Specialty:	**Taxonomy Code:**	**Languages Spoken (including American Sign Language):** **☐ English ☐ Spanish ☐ French** **☐ Chinese ☐ Arabic ☐ ASL** **Other: _____**	
Doula Certification Number:	**Certification Expiration Date:**		

Section B: Billing		
Pay to Name (Issue Check to): Note: May be different than the name on the 1099.		
Pay to Address (Send remittance to):	**City, State, Zip:**	**Phone Number:**
Billing Contact Name:	**Billing Contact Email:**	**Fax Number:**

Section C: Demographics		
Servicing County 1:	**Servicing County 2:**	**Servicing County 3:**

NOTE FOR INTERNAL CREDENTIALING/ENROLLMENT TEAM

Doula credentialing for Delaware Medicaid reimbursement is performed by the Delaware Certification Board. Certification and exclusion checks for enrollment is performed by Delaware First Health. Do not display doula providers in the directory.