

HOSPICE MEDICARE CHOW INFORMATION

* **Questions regarding the 855A should be directed to the Fiscal Intermediary.** THE FACILITY MUST FILL OUT FORM 855A AND RETURN THE **ORIGINAL** TO ITS FISCAL INTERMEDIARY. When the 855A is approved by the Fiscal Intermediary, a copy will be forwarded to IDPH, and you will receive notification in the mail from your Fiscal Intermediary.

- The 855A can be found at the following location:
www.cms.hhs.gov/cmsforms/downloads/cms855a.pdf
- Questions regarding CMS form 855A:
www.cms.hhs.gov/MedicareProviderSupEnroll/
- Provider-Supplier Enrollment Contacts:
www.cms.hhs.gov/MedicareProviderSupEnroll/downloads/contact_list.pdf

Other forms (ORIGINALS) listed on this instruction sheet should be filled out and returned to IDPH at the address listed below.

Illinois Department of Public Health
Health Care Facilities and Programs
Section

525 W. Jefferson St., 4th Floor
Springfield, IL 62761-0001

Questions regarding Medicare forms ONLY should be directed to 217-782-7412.

FORMS NEEDED FOR MEDICARE CERTIFICATION

- CMS-417 Hospice Request for Certification in the Medicare Program
<https://www.cms.gov/medicare/cms-forms/cms-forms/downloads/cms417.pdf>
- CMS-1561 Health Insurance Benefits Agreement Form (**2 originals required**)
www.cms.hhs.gov/cmsforms/downloads/cms1561.pdf **Make sure to sign/date/put your title in the section that says “Accepted for the Provider of Services By” – DO NOT SIGN IN EITHER OF THE OTHER TWO SIGNATURE BLOCKS.**
- **Office for Civil Rights (OCR) Clearance Process** – A health care provider that applies for participation in the Medicare Part A program must receive a civil rights clearance from OCR, as set forth in 42 CFR 480.10(b).
- **Initial Enrollment or CHOW- the Civil Rights Packet may be submitted online by sending the attestation electronically to the OCR via OCR’s online Assurance of Compliance portal at the following website:**
<https://ocrportal.hhs.gov/ocr/aoc/instruction.jsf>. Your agency will receive an electronic verification from OCR of the successful submission of the attestation. Submit to IDPH a copy, demonstrating evidence of successful electronic submission of the attestation.

When all of the documents are received, they will be forwarded to the Fiscal Intermediary with IDPH’s recommendation.