

URGENT NOTICE: NPI Numbers and Employee Records Needed for Crisis Intervention Roster Staff

You are receiving this notice due to lack of response to a prior request from Magellan. Provider agencies must **submit rosters and employee records for their crisis intervention staff only. Please only submit for staff providing crisis intervention services. Please do not submit your entire roster staff.** Magellan **must** receive your completed rosters and employee records for crisis intervention service providers only no later than **July 12, 2024.**

All claims submitted to Magellan for crisis intervention with dates of service August 1, 2024, forward must include the rendering provider's NPI number. Claims submitted without this information for dates of service August 1, 2024, and forward will be denied.

Please submit only your crisis intervention roster staff using the [Organizational Behavioral Health Roster Staff](#) form to SJGanesan@magellanhealth.com no later than **July 12, 2024.**

Please submit only your crisis intervention employee records to rosterstaff@magellanhealth.com. Please submit a copy of the following documents by **July 12, 2024.**

- Driver's License
- Resume or Job Application
- Degree or Diploma
- Attestations for OBH Required Trainings
- Attestations for Required Magellan Trainings
- Annual Crisis Intervention Training
- Cultural Competency Trainings
- OIG Checks
- Adverse Actions Checks
- Criminal Background Checks
- Drug Screen per your agency's policy.
- Office of Motor Vehicle Screen or attestation stating the agency's transportation policy
- First Aid/CPR Certification

This communication is posted on the Magellan of Louisiana website.
[2024 | Magellan of Louisiana](#)

Please reach out to your [Network Management Specialist](#) (NMS) with any questions or concerns. Your NMS is available for support.

Thank you for all you do in supporting the members of CSoC.

Magellan of Louisiana