CareFirst
Family of health care plans

CareFirst Questionnaire Required Documents

Utilize this document to ensure that you have uploaded all required documentation for the appropriate CareFirst Questionnaire based on your provider type/need.

Establishing a New Group

- Applicable Group Tax IDs and Billing NPIs
- W9, if applying for a new group or new solo/individual practice
- A complete list of applicable practitioners, including CAQH IDs or Rendering NPI

Joining an Existing Group

- A detailed cover letter describing your request on your organization's letterhead
- CAQH Application
- A complete list of applicable practitioners, including CAQH IDs or Rendering NPIs
- If you do not have a CAQH ID or a CAQH application, then you must add a completed Uniform Credentialing application
- Applicable Group Tax IDs and Billing NPIs
- An electronic copy of licenses and insurance policies

Ambulance Provider

- Applicable Group Tax IDs and Billing NPIs
- An electronic copy of W9
- An electronic copy of licenses and insurance policies

Laboratory

- Applicable Group Tax IDs and Billing NPIs
- An electronic copy of W9
- An electronic copy of licenses and insurance policies

Urgent Care

- Applicable Group Tax IDs and Billing NPIs
- An electronic copy of W9
- An electronic copy of accreditation

To establish a New Group or Join an Existing Group: Please be sure your CAQH Authorization Settings accurately reflect the desired organization access.

To add a practitioner to an Existing Group, please log into the CareFirst Provider Portal (CareFirst Direct) and navigate to the Provider Updates and Attestation Tool within the CareFirst Direct menu. If you need assistance, please access this step-by-step guide.

All providers applying to join the Medicaid network should include a Medicaid ID (ePrep number).

CareFirst BlueCross BlueShield is the shared business name of CareFirst of Maryland, Inc. and Group Hospitalization and Medical Services, Inc. CareFirst BlueCross BlueShield Medicare Advantage is the shared business name of CareFirst Advantage, Inc., CareFirst Advantage PPO, Inc. and CareFirst Advantage DSNP, Inc. CareFirst BlueCross BlueShield Community Health Plan Maryland is the business name of CareFirst Community Partners, Inc. In the District of Columbia and Maryland, CareFirst MedPlus is the business name of First Care, Inc. In Virginia, CareFirst MedPlus is the business name of First Care, Inc. of Maryland (used in VA by: First Care, Inc.). CareFirst of Maryland, Inc., Group Hospitalization and Medical Services, Inc., CareFirst Advantage, Inc., CareFirst Advantage PPO, Inc., CareFirst Advantage DSNP, Inc., CareFist Community Partners, Inc., CareFirst BlueCross BlueShield Community Health Plan District of Columbia, CareFirst BlueChoice, Inc., First Care, Inc., and The Dental Network, Inc. are independent licensees of the Blue Cross and Blue Shield Association. BLUE CROSS®, BLUE SHIELD® and the Cross and Shield Symbols are registered service marks of the Blue Cross and Blue Shield Association, an association of independent Blue Cross and Blue Shield Plans.