



North Carolina Department of Health and Human Services
Division of Health Service Regulation
Nursing Home Licensure and Certification Section
2711 Mail Service Center, Raleigh, North Carolina 27699-2711
<http://www.ncdhhs.gov/dhst/>

Drexdal Pratt, Director

Beverly Eaves Perdue, Governor
Lanier M. Cansler, Secretary

Beverly Speroff, Section Chief
Phone (919) 855-4520
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IMPORTANT NOTICE - PLEASE READ CAREFULLY

TO: Prospective Medicare Provider

RE: Medicare Administrative Contractor (MAC)

Centers for Medicare and Medicaid Services must be advised of your designation for:

- A Medicare Administrative Contractor (MAC),
- Fiscal year ending (month and day), and
- Official name and address of the facility.

Please complete the Medicare Administrative Contractor Designation Form DHSR-4501 and return it to the Nursing Home Licensure and Certification Section as soon as possible.

CMS Regional Offices must assign new providers to the designated local MAC. Providers may no longer request a change of MAC and must continue with the MAC to which they have been assigned. For providers that undergo a Change of Ownership, if the new owner accepts the existing provider agreement, it will continue with the same MAC as the previous owner. If the new owner does not accept the provider agreement, they will be considered a new enrollee and assigned to the local designated MAC. New providers that belong to CMS-recognized chains have the option of being assigned to the local designed MAC or to the MAC that serves the chain home office.

A provider must adhere to the cost reporting period initially selected, unless a change has been authorized in writing by the MAC. A request for change must be received in writing by the MAC 120 days or more before the close of the existing authorized reporting period to be effective. Such a change may be made only after the MAC has established that it is consistent with the purposes and intent of the program.

Should you have any questions concerning this request, please call us at (919) 855-4520.

Sincerely,

Beverly Speroff, Chief



Location: 1205 Umstead Drive, Dorothea Dix Hospital Campus, Raleigh, N.C. 27603
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