In-State, Out-of-Network Enrollment Checklist

Use this checklist to determine which items are needed for a clean application based on your enrollment type. The shaded areas indicate what is required.

Complete the enrollment process through My Provider Enrollment Portal.

If you are unable to submit an application through the portal, please ensure you include **all required documentation with applicable signatures, initials and dates** to Provider.Blue.Enroll@bcbssc.com to begin the enrollment process.

Checklist Items	Individual Enrollment	Group Practice Enrollment
Health Professional Application	See Footnote 1	
Authorization to Bill for Services		
Group Practice Application	See Footnote 2	
IRS Verification of Tax ID (No W-9s)	See Footnote 2	
Electronic Funds Transfer Enrollment	See Footnote 2	

[1]Needed for each individual being linked to the practice.

[2]Only needed if the group is not on file.