R.J. HEDGES & ASSOCIATES

Navigate Your DME PTAN with Confidence

Medicare Application Support for Physicians

R.J. Hedges & Associates have been helping medical professionals and facilities get their PTAN's for over 20 years!

We understand Medicare enrollment requirements and help providers navigate the complex process correctly - saving you time and money.

PROCESS

- Complete the online questionnaire and upload support documents
- Partner with one of our Project Managers to fill in any missing pieces
- Review, sign, and submit the completed application and payment via PECOS
- Prepare for an on-site visit from CMS
- Receive your PTAN and start billing

WHAT WE DO

- Build out your application and supporting documents: CMS-588 and CMS-460 on PECOS.
- Provide necessary Policy & Procedure documents, support documents, forms, instructions, and checklists to prepare for the on-site inspection from CMS.
- Provide support up to and including the time the PTAN is awarded.

Ready to get started?
SCAN HERE

724-357-8380 app@rjhedges.com www.rjhedges.com/physician-ptan

REQUIREMENTS:

- Must have a physical office
- Must be treating their own patients
- Must not rely solely on hospital enrollment
- **All owners of business tied to the EIN being used must participate**

WHAT TO EXPECT:

- **Medicare App Prep: $2,000**
  Paid to R.J. Hedges
- **Medicare Application Fee: $750**
  *Paid to PECOS**

PECOS fees increase slightly every year. This fee is as of 2026.

ITEMS NEEDED FOR QUESTIONNAIRE:

- Set up your CMS Identity & Access Management System (I&A), if you already have it, add our parent company Connecture, as a surrogate
- IRS Document showing EIN
- Certificate of Liability
- Facility NPI
- Ownership Type (Corporation or Individuals)
- Owners full name, DOB, SS#, Country and State of birth, Ownership Effective Date, W-2 from the past tax year
- Banking information, including your local bank's name and address, contact person at the bank, and a voided check with Legal Business Name as it appears on IRS Document
- Billing information – Billing Company Name, Address, EIN, Phone #

PLAN AHEAD:

- Anytime there is a change of address, ownership, name, delegated officials, authorized, etc., the Medicare application will need to be updated through PECOS.
- Medicare also requires revalidations every three years.
- Any updates or changes can be made through PECOS by your authorized officials, or contact us to assist for an hourly fee.

COMMON MEDICARE APPLICATION QUESTIONS:

Do I need a DME License?
No – Physicians are generally not classified as medical supply companies when furnishing supplies to their own patients as part of treatment and do not need DME Licenses, unless they are selling/dispensing products to non-patients in a retail setting.

Do we need a Surety Bond?
No, physicians are exempt from Surety Bonds.

Does our Certificate of Liability Insurance need to show Commercial General Liability or Professional Liability?
It needs to show Commercial General Liability.

Do I need to have a signed contract with Medflow prior to submitting my application?
Yes, contact your sales rep.

Do all owners need to complete the fingerprinting request?
Yes, this needs to be completed as soon as possible. Information will be provided by CMS and they must go to an authorized location.

Why can't I see the request to accept R.J. Hedges/ Connecture, Inc as a surrogate when I log into the I&A System?
You will need to be listed as the Authorized Official or Access Manager for the company to see our request.

How long does it take to get my PTAN?
Once the application is submitted via PECOS it can take up to 90 days.

Still have questions?

724-357-8380
app@rjhedges.com

Scan to schedule a meeting with a rep