



**Blue Cross and Blue Shield
of New Mexico**

GUIDE TO BECOMING A BLUE CROSS AND BLUE SHIELD OF NEW MEXICO PROVIDER

If you would like to become a Blue Cross and Blue Shield of New Mexico (BCBSNM) provider, simply follow the guidelines below.

1. Fill out an application for participation using one of the forms below.

Professional Providers – [Application for Provider Participation](#)

Facilities/Vendors – [Application for Facility/Agency/Vendor Participation](#)

2. Send the completed form and accompanying documentation to the address listed at the bottom of the form:

Blue Cross and Blue Shield of New Mexico
Network Services (HQ3)
PO Box 27630
Albuquerque, New Mexico 87 125-7630

You can also fax the information to 1-866-290-7718 or 505-816-2688. For questions on how to fill out the forms, call Network Services at 1-800-567-8540 or 505-837-8800.

3. The completed application will be reviewed, and if accepted, will be presented to credentialing. Providers approved by Credentialing will receive a Medical Services Entity Agreement (MSEA) for signature in the mail. Once a signed agreement is received, you will be added as a participating provider with the applicable lines of business effective the date noted in the signed agreement.

The process takes approximately 60 to 90 days to complete.

4. If a provider is not accepted, a letter is sent informing you that you cannot be added at this time based on the required criteria of the business needs.

Note: If you are currently a Blue Cross and Blue Shield of New Mexico provider, but need to make changes to your legal status such as:

- Name
- Tax Identification Number
 - Moving from one group to another
 - Moving from a group practice to an individual practice (or vice versa)

Fill out an [Application for Legal Status Change](#) form.