

P.O. Box Mailing Addresses

Mail Hub Consolidation Takes Effect April 1, 2010

National Government Services consolidated its mail and distribution functions to a single facility in Indianapolis. Starting, April 1, 2010, providers will send all mail to Indianapolis P.O. box numbers published below.

Please refer to the [Hub Consolidation P.O. Box Crosswalk](#) for a complete list of all Syracuse, New York P.O. box numbers that transitioned to a new Indianapolis P.O. box.

Current P.O. Box Mailing Addresses

Please note the county assignments for downstate and upstate New York.

Downstate: Bronx, Columbia, Delaware, Dutchess, Greene, Kings, Nassau, New York, Orange, Putnam, Richmond, Rockland, Suffolk, Sullivan, Ulster, West Chester

Upstate: Albany, Allegany, Broome, Cattaraugus, Cayuga, Chautauqua, Chemung, Chenango, Clinton, Cortland, Erie, Essex, Franklin, Fulton, Genesee, Hamilton, Herkimer, Jefferson, Lewis, Livingston, Madison, Monroe, Montgomery, Niagara, Oneida, Onondaga, Ontario, Orleans, Oswego, Otsego, Rensselaer, Saratoga, Schenectady, Schoharie, Schuyler, Seneca, Steuben, St. Lawrence, Tioga, Tompkins, Warren, Washington, Wayne, Wyoming, Yates

BUSINESS FUNCTION	STATE	MAILING ADDRESS
Administration Simplification Compliance Act Waiver Request Forms	All states	National Government Services, Inc. Attn: ASCA P. O. Box 7022 Indianapolis, IN 46207-7022
Appeals	CT, NY (all counties)	National Government Services, Inc. P.O. Box 7111 Indianapolis, IN 46207-7111
Bank Lockbox (personal checks)	NY (downstate counties)	National Government Services, Inc. P.O. Box 13897 Newark, NJ 07188-3897
Bank Lockbox (personal checks)	NY (Queens county)	National Government Services, Inc. P.O. Box 26254 New York, NY 10087-6254
Bank Lockbox (personal checks)	NY (upstate counties)	National Government Services, Inc. P.O. Box 26394 New York, NY 10087-6394
Beneficiary Submitted Part B Claims	CT, NY	National Government

BUSINESS FUNCTION	STATE	MAILING ADDRESS
(CMS-1490S forms)		Services, Inc. P.O. Box 6178 Indianapolis, IN 46106-6178
Claims (CMS-1500 forms)	NY (downstate counties)	National Government Services, Inc. P.O. Box 6178 Indianapolis, IN 46206-6178
Claims (CMS-1500 forms)	NY (Queens county)	National Government Services, Inc. P.O. Box 6239 Indianapolis, IN 46206-6239
Claims (CMS-1500 forms)	NY (upstate counties)	National Government Services, Inc. P.O. Box 6189 Indianapolis, IN 46206-6189
Congressional Correspondence	All states	National Government Services, Inc. P.O. Box 6131 Indianapolis, IN 46206-6131
Electronic Data Interchange (EDI) Customer Support (electronic billing forms and inquiries)	All states	National Government Services, Inc. P.O. Box 7165 Indianapolis, IN 46207-7165
Freedom of Information Act (FOIA) Inquiries	All states	National Government Services, Inc. P.O. Box 7050 Indianapolis, IN 46207-7050
Health Professional Shortage Area (HPSA) Correspondence (with the exception of HPSA appeals)	All states	National Government Services, Inc. P.O. Box 4811 Syracuse, NY 13221-4811
Medical Policy (local coverage determination reconsideration requests)	All states	National Government Services, Inc. Medical Policy Reconsideration Request Attn: Gina Oliveri, RN P.O. Box 7149 Indianapolis, IN 46207-7149
Medical Review (documents/medical records and responses to additional development request [ADR] letters)	CT, NY (all counties)	National Government Services, Inc. P.O. Box 7108 Indianapolis, IN 46207-7108
ORU (returned Medicare issued checks)	NY (downstate counties)	National Government Services, Inc. P.O. Box 4776

BUSINESS FUNCTION	STATE	MAILING ADDRESS
		Syracuse, NY 13221-4776
ORU (returned Medicare issued checks)	NY (Queens county)	National Government Services, Inc. P.O. Box 4902 Syracuse, NY 13221-4902
ORU returned Medicare issued checks)	NY (upstate counties)	National Government Services, Inc. P.O. Box 4908 Syracuse, NY 13221-4908
Provider Enrollment (new EFT [CMS-588] or CMS-855)	NY (all counties)	National Government Services, Inc. P.O. Box 6230 Indianapolis, IN 46206-6230
Provider Outreach and Education (seminar payments and publication orders)	CT, NY (all counties)	National Government Services, Inc. P.O. Box 7053 Indianapolis, IN 46207-7053
Provider Written General Inquiries	CT, NY (all counties)	National Government Services, Inc. P.O. Box 7052 Indianapolis, IN 46207-7052

* There has been no change to the P.O. Boxes used for remitting payment for Medicare Trust Fund debts. Please refer to addresses found on demand letters and overpayment recovery forms to make payments on debts to the Medicare Trust Fund.

We encourage you to send business mail via the United States Postal Service Office (USPS). The USPS delivers to specific Post Office Boxes allowing for faster receipt, timely processing, and enhanced service to you.