

## **Notify Delta Dental of changes to your dentist record** .....

It is important that participating dentists keep information affecting their Delta Dental network agreements current. If you participate in both the Delta Dental Select and the Delta Dental PPO networks, please contact Delta Dental of California, Federal Services and your local Delta Dental Plan, respectively, with any changes. If you participate in only one of these networks, please notify the appropriate Plan of any changes in your information; to update your Delta Dental Select participating dentist information, fax changes to Professional Relations at (916) 858-0235.

Changes that require notification to Delta Dental include, but are not limited to:

- Address updates (treatment and/or billing locations)
- Tax ID (with a new copy of your W-9)
- Dentists added to your practice or no longer at a specific location. For new dentists added to a business, a signed agreement may be required for each location.

*Please allow 30 days from the time changes are requested to be reflected in each of the applicable Delta Dental Plan records.*

