## WHICH FORM(S) SHOULD I DO?

- Medicaid Michigan's enrollment process is completed online.
  - Prior to enrolling you must first create a CHAMPS account within their Single Sign-On system
    - Go to https://milogintp.michigan.gov/
    - Click the "Sign Up" button
    - Follow the registration process by completing all required fields
  - Once you have created the CHAMPS account, log into your account to start the enrollment process
    - For Individual providers, follow the instructions outlined here
      - Step 7: Associate Billing Agent, enter Office Ally's Billing Agent ID **7053205**
    - For Group providers, follow the instructions outlined here
      - Step 5: Associate Billing Agent, enter Office Ally's Billing Agent ID **7053205**
  - To activate ERAs, complete Step 9: 835/ERA Enrollment Form

## WHAT IS THE TURNAROUND TIME?

- Standard processing time is 1 week

## HOW DO I CHECK STATUS?

- Log into your CHAMPS account to view the enrollment status

- Once you receive confirmation that you have been linked to Office Ally, you MUST email Support@officeally.com with the below information PRIOR to submitting claims electronically

  **Email Subject:** Medicaid Michigan (00111) – EDI Approval

  **Body of Email:**

  Please log my EDI approval for Medicaid Michigan

  - Provider Name
  - NPI
  - Tax ID