

**WHICH FORMS SHOULD I COMPLETE?**

- Complete the BCBS Virgin Islands EDI Enrollment (page 2)

**WHERE SHOULD I SEND THE FORM(S)?**

- Email the EDI Enrollment Form to [payerenrollment@officeally.com](mailto:payerenrollment@officeally.com)
  - o **Email Subject:** BCBS Virgin Islands\_837 Claims Enrollment Request\_(insert NPI)
  - o **Email Body:**  
Please process my 837 enrollment request for BCBS Virgin Islands

**WHAT IS THE TURNAROUND TIME?**

- Standard Processing Time is 5 Business Days.

**HOW DO I CHECK STATUS?**

- Office Ally will notify you once the enrollment request has been submitted to the payer. 3 business days after you receive the notification from Office Ally the enrollment has been submitted, you may begin submitting your electronic claims to the payer.

**IMPORTANT NOTE**

- **This payer automatically returns ERAs once claim submission begins.**



BCBS VIRGIN ISLANDS  
EDI-ENROLLMENT

Provider Information

Provider Name:

Mailing Address:

City:

State:

Zip:

Provider Identifier Information

Tax ID (TIN)/Employee Identification Number (EIN):

National Provider Identifier (NPI):

Provider Contact Information

Contact Name:

Telephone Number:

Contact Email Address:

Fax Number:

Submission Information:

Reason for Submission:

Authorized Signature:

Note: *Electronic Signature (type name) of Person Submitting ERA Enrollment.*