

WHICH FORMS SHOULD I COMPLETE?

- EDI Enrollment is completed online using the following web form: [DMBA Provider EDI Enrollment](#)
 - o Select *Begin the Application for Electronic Billing*
 - o Enter your provider details where prompted
 - o In the *Trading ID (TPN)* field, please list Office Ally's Trading Partner ID: **HT006842-001**
- If you run into any issues or have questions regarding this web form, you can reach DMBA's enrollment team at 800-777-3622 (opt 1, 3, then 4).

WHERE SHOULD I SEND THE FORM(S)?

- Enrollment is completed online.

WHAT IS THE TURNAROUND TIME?

- Standard processing time is 3-4 weeks.

HOW DO I CHECK STATUS?

- If you have not received a follow-up/resolution within the expected timeframes listed above, you can contact DMBA's enrollment team at edienrollment@dmba.com or by phone at 800-777-3622 (Opt 1, 3, then 4).
- Once you receive confirmation that you have been linked to Office Ally, you **MUST** email payerenrollment@officeally.com **PRIOR to submitting claims electronically:**
 - o **Email Subject:** Deseret Mutual (SX105)—EDI Approval
 - o **Email Body:** Please log the following providers EDI Approval for Deseret Mutual Benefit Administrators:
 - Provider Name:
 - Provider NPI:
 - Provider TIN: