

DMERC REGION A (16003) EDI-ENROLLMENT INSTRUCTIONS

WHICH STATES ARE COVERED UNDER DMERC REGION A?

CT, DE, District of Columbia, MA, ME, MD, NH, NJ, NY, PA, RI, VT

WHICH FORMS SHOULD I COMPLETE?

- Online Enrollment through link: <u>CEDI Guided Enrollment</u>
 - o If you need assistance in completing enrollment, find the <u>payer's instructions here</u>.
- Read the Attestation and click **Accept**
- Choose I am a **Supplier**
- Choose I want to allow a Clearinghouse to submit claims on my behalf
- Complete the Provider's information in the Supplier Information section
- Check the box for Claim Submission (ASC X12 837)
 - If you want Office Ally to receive your ERAs, also check Payment Remittance Advice (ASC X12 835).
- Select **Trading Partner Information**: Link to Clearinghouse. Office Ally's Trading Partner ID is **D08607469**
 - o Enter Clearinghouse Contact details below:

First Name: CaraLast Name: Trahey

Email: <u>PayerEnrollment@officeally.com</u>

Phone Number: (360) 975-7000

- Complete all remaining required fields
- Click **Submit**
- Once the CEDI Enrollment Packet is submitted, a confirmation screen will appear with the assigned Packed ID (PID) Number. Make sure to print a copy of the enrollment packet for your records. An acknowledgment email will be generated and sent back to the email address on the form.

WHAT IS THE TURNAROUND TIME?

Standard Processing Time is 2-3 weeks

HOW DO I CHECK STATUS?

- You may check status at any time using the CEDI Enrollment Status Tool
- Once you receive confirmation that you've been linked to Office Ally, you may begin submitting your claims electronically.