



HORIZON BCBS NEW JERSEY (22099) PRE-ENROLLMENT INSTRUCTIONS

WHICH FORM(S) SHOULD I DO?

- [Electronic Transaction Authorization Form](#) (**Professional** Claims)
- [Electronic Transaction Authorization Form](#) (**Institutional** Claims)
- [835 Electronic Remittance Advice \(ERA\) Enrollment Form](#)
 - *Only complete if you would like to receive Horizon ERAs via Office Ally*

WHERE SHOULD I SEND THE FORM(S)?

- Email form(s) to HorizonEDI@HorizonBlue.com; OR
- Fax to (973) 274-4353; OR
- Mail to:
 - Horizon BCBS New Jersey
 - EDI Services PP-11C / Enrollment
 - 3 Penn Plaza East
 - Newark, NJ 07105-2200

WHAT IS THE TURNAROUND TIME?

- Standard processing time is approximately 1-2 weeks

HOW DO I CHECK STATUS?

- Email the below request to Support@officeally.com to check on your EDI/ERA enrollment status.

Email Subject: Horizon BCBS New Jersey (22099) – Check Enrollment Status

Body of Email:

Please check my EDI and/or ERA enrollment status for Horizon BCBS New Jersey.

- Provider Name
- NPI
- Tax ID
- Date enrollment forms were faxed/emailed/mailed to Horizon

- If you're notified of your EDI approval by Horizon directly, please email Support@officeally.com with the below information PRIOR to submitting claims electronically.

Email Subject: Horizon BCBS New Jersey (22099) – EDI Approval

Body of Email:

Please log my EDI approval for Horizon BCBS New Jersey.

- Provider Name
- NPI
- Tax ID