

# HORIZON BCBS NEW JERSEY (22099) PRE-ENROLLMENT INSTRUCTIONS



## WHAT 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 ERA's via Office Ally*

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

- Email form(s) to [HorizonEDI@HorizonBlue.com](mailto: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 FOR ENROLLMENT?

- Approximately 1-2 weeks

## HOW DO I CHECK STATUS?

- Email the below request to [Support@officeally.com](mailto: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](mailto: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