

**WHICH FORMS SHOULD I COMPLETE?**

- Medicaid Michigan's enrollment process is completed online.
  - o Prior to enrolling you must first create a CHAMPS account within their Single Sign-On system
    - Navigate to [MiLogin for Business](#)
    - Click the *Sign Up* button
    - Follow the registration process by completing all required fields
  - o Once you have created the CHAMPS account, log into your account to start the enrollment process
    - For Individual providers, follow the instructions outlined [here](#)
      - Step 7: Associate Billing Agent, enter Office Ally's Billing Agent ID **7053205**
    - For Group providers, follow the instructions outlined [here](#)
      - Step 5: Associate Billing Agent, enter Office Ally's Billing Agent ID **7053205**
  - o To activate ERAs, complete *Step 9: 835/ERA Enrollment Form*

**WHAT IS THE TURNAROUND TIME?**

- Standard processing time is 1 week

**HOW DO I CHECK STATUS?**

- You can check your enrollment status within your CHAMPS account
- **Once you receive confirmation that you've been linked to Office Ally, you may begin submitting your claims electronically.**