



# MEDICAID NEVADA (MC008) PRE-ENROLLMENT INSTRUCTIONS

## WHAT FORM(S) SHOULD I DO?

- Log into your [Nevada Medicaid EVS](#) account
  - If you do not already have an account, click on “*Register Now*”
  - Follow the instructions outlined in the [Provider Quick Reference Guide](#)
  - Under Manage Account select “*Add Registered Trading Partner*” (click [here](#) for User Manual)
    - Trading Partner Name: **Office Ally**
    - Trading Partner ID: **22353239**
  - Select the transactions (**837P/835**) you would like to be activated and click “*Submit*”
  - Confirm Office Ally as a Trading Partner
- Once you have confirmed the Trading Partner, you are approved.

## WHEN CAN I BEGIN SUBMITTING CLAIMS?

- Once enrollment has been approved, you MUST call Office Ally at (360) 975 7000 Option 1 or email [Support@officeally.com](mailto:Support@officeally.com) and notify us of the approval BEFORE submitting claims electronically.

**Email Subject:** Medicaid Nevada (MC008) – EDI Approval

**Body of Email:**

Please log my EDI approval for Medicaid Nevada.

- Provider Name
- NPI
- Tax ID