



# MEDICAID RHODE ISLAND (MCDRI) PRE-ENROLLMENT INSTRUCTIONS

## WHICH FORM(S) SHOULD I DO?

- Send an email to [info@officeally.com](mailto:info@officeally.com) with the following information:
  - **Subject Line:** Medicaid RI EDI Enrollment”
  - **Body of Email:**
    - Provider Name:
    - Address:
    - Phone:
    - Email:
    - Billing NPI:
    - TIN:
    - ERA: Yes or No

## WHAT IS THE TURNAROUND TIME?

- Standard processing time is 2-4 business days

## HOW DO I CHECK STATUS?

- Send an email to [info@officeally.com](mailto:info@officeally.com) asking if your NPI has been linked to Office Ally for submissions to Medicaid RI.