

MEDICAID VERMONT (MCDVT) PRE-ENROLLMENT INSTRUCTIONS



WHAT FORM(S) DO I NEED TO COMPLETE?

- [Vermont Medicaid EDI Registration Form](#)
 - If you would like Office Ally to receive Electronic Remittance Advice on your behalf, you must authorize Office Ally to see your weekly remittance advice in part 1b on page 1 of the registration form. You also need to check #835 Remittance (ERA in X12N format) under Transactions.
- [Department of Vermont Health Access 835 ERA Enrollment form](#)
 - To activate ERA's, this form is required in addition to the ERA selections made on the EDI enrollment form.

WHERE DO I SEND THE FORM(S)?

- The EDI Registration and Vermont ERA enrollment forms can be mailed the address below or emailed to vtedicoordinator@dxc.com.

DXC Technology
Attn: EDI Coordinator
PO Box 888
Williston, VT 05495

NOTE: Both documents must be signed by the provider.

WHAT IS THE TURNAROUND TIME FOR ENROLLMENT?

- That standard processing time is 7-14 business days.

HOW DO I CHECK THE STATUS?

- You may call Medicaid Vermont at (802) 879-4450 option 3 and ask if your provider ID has been linked to Office Ally's Trading Partner ID 701101732.
- Once you receive confirmation that you've been linked to Office Ally, you must email support@officeally.com with the below information prior to submitting claims electronically.

Email Subject: Medicaid Vermont (MCDVT) - EDI Approval

Body of Email:

Please log my EDI approval for Medicaid Vermont.

- Provider Name
- NPI
- Tax ID