WHICH FORM(S) SHOULD I DO?

- Electronic Data Interchange (EDI) Enrollment

    Section A:
    o **Contract/State:** OK
    o **Line of Business:** Part B (Professional)

    Section C:
    o **Select Add to existing Submitter ID**
    o **Submitter ID:** JBRR3426
    o **Submitter Name:** Office Ally, Inc

WHERE SHOULD I SEND THE FORM(S)?

- Fax the form to (877) 439-5479; OR

- Mail to:

    o Novitas Solutions, Inc. – EDI
    P.O. Box 3093
    Mechanicsburg, PA 17055-1811

WHAT IS THE TURNAROUND TIME?

- Standard processing time is 5-10 business days.

HOW DO I CHECK STATUS?

- Call (855) 252-8782 and provide them with your Medicare Provider ID and ask if you have been linked to Office Ally's Submitter ID **JBRR3426**.

- Once you receive confirmation that you have been linked to Office Ally, you MUST contact Customer Support at (360) 975-7000 option 1 or Support@officeally.com PRIOR to submitting claims electronically.

    o **Email Subject:** Medicare Oklahoma Part B (04312) – EDI Approval
    Body of Email:
    Please log my EDI approval for Medicare Oklahoma Part B.
    - Provider Name
    - NPI
    - Tax ID

HOW DO I ENROLL TO RECEIVE ERAS?

- There is no separate form for Electronic Remittance Advice (ERA/835). Upon completion of this form, you will automatically be enrolled to receive ERAs; however, you will continue to receive paper remits for 45 days after the effective date of ERA transmission.

- Existing EDI providers enrolling for ERAs should complete the EDI Enrollment Form as follows:

    o   Complete sections A through B with the appropriate information.
    o   Completion section C by clicking the block "ERA Change".
    o   Complete section D by clicking the block "Assign ERAs to an existing submitter/receiver ID". To the right of this block add the Office Ally Submitter ID **EJ40304**.