

WHICH FORMS SHOULD I COMPLETE?

There are two steps to complete this enrollment request:

Step 1:

1. Complete the spreadsheet: [Medicare A & B Eligibility Spreadsheet](#)
 - o Input the Provider Name(s), & Provider NPI(s)
 - o If you have multiple providers, you may include them all on the same spreadsheet on separate rows.
2. Email the spreadsheet (in Excel .xlsx format) to Payerenrollment@officeally.com
Subject Line: Medicare AB_Eligibility Enrollment Request - (Insert Provider NPI)
3. You will receive an auto-generated email with a case number, which will be used for tracking your enrollment progress.
4. Once your spreadsheet is received and processed, Office Ally will email you a confirmation of the pending enrollment.

Step 2:

CMS now requires providers to complete a **Provider Attestation** with their Medicare Administrative Contractor (MAC).

Each MAC has instructions posted on their website under **HETS EDI Enrollment** (see links on page 2), which explains the attestation process and required information. As part of this process, you will need to include **Office Ally's Trading Partner Unique ID: 77HS**.

WHAT IS THE TURNAROUND TIME?

Standard Processing Time for Step 1 is 5 Business Days.

MEDICARE ADMINISTRATIVE CONTRACTOR (MAC) ATTESTATION LINKS:

- **CEDI (DME)**
This page provides HETS EDI enrollment instructions and access to the provider attestation process.
[CEDI HETS EDI Enrollment Attestation](#)
- **Noridian – Jurisdiction E (CA, HI, NV) & Jurisdiction F (AK, AZ, MT, ND, OR, SD, UT, WA, WY)**
Used by providers in Jurisdictions E and F to complete HETS EDI enrollment and provider attestation.
[Noridian HETS EDI Enrollment Attestation](#)
- **NGS – (National Government Services) - Jurisdiction K (CT, ME, MA, NH, NY, RI, VT) & Jurisdiction 6 (IL, MN, WI)**
This page provides HETS EDI enrollment instructions and access to the provider attestation process.
[NGS HETS EDI Enrollment Attestation](#)
- **Novitas Solutions – Jurisdiction H (AR, CO, LA, MS, NM, OK, TX, Indian Health & Veteran Affairs) & – Jurisdiction L (DC, DE, MD, NJ, PA)**
Use this link to review HETS EDI enrollment requirements and complete provider attestation.
 - o JH: [Novitas JH - HETS EDI Enrollment Attestation](#)
 - o JL: [Novitas JL - HETS EDI Enrollment Attestation](#)
- **Palmetto GBA – Jurisdiction M (NC, SC, VA, WV, HHH) & – Jurisdiction J (AL, GA, TN)**
This site outlines the steps needed for HETS EDI enrollment and provider attestation submission.
 - o JJ Part A: [Palmetto JJ Part A - HETS EDI Enrollment Attestation](#)
 - o JJ Part B: [Palmetto JJ Part B - HETS EDI Enrollment Attestation](#)
 - o JM Part A: [Palmetto JM Part A - HETS EDI Enrollment Attestation](#)
 - o JM Part B: [Palmetto JM Part B - HETS EDI Enrollment Attestation](#)
 - o JM HH&H: [Palmetto JM HHH - HETS EDI Enrollment Attestation](#)
- **WPS Government Health Administrators – Jurisdiction 5 (J5 National, IA, KS, MO, NE) & – Jurisdiction 8 (IN, MI)**
Providers can find HETS EDI enrollment and attestation instructions at this location.
[WPS HETS EDI Enrollment Attestation](#)
- **CGS Administrators (J15)**
This link provides guidance on HETS EDI enrollment and required provider attestation.
 - o J15 Part A (KY, OH): [CGS J15 Part A - HETS EDI Enrollment Attestation](#)
 - o J15 Part B (KY, OH): [CGS J15 Part B - HETS EDI Enrollment Attestation](#)
 - o J15 HHH: [CGS J15 HHH - HETS EDI Enrollment Attestation](#)
 - *CO, DE, IA, KS, MD, MO, MT, NE, ND, SD, PA, UT, VA, WV, WY & the District of Columbia*
- **First Coast Service Options – Jurisdiction N (FL)**
This link provides guidance on HETS EDI enrollment and required provider attestation.
[First Coast HETS EDI Enrollment Attestation](#)