

# MEDICARE J12901 – WPS LEGACY PART A (12901) PRE-ENROLLMENT INSTRUCTIONS



## WHAT FORM(S) SHOULD I DO?

- [Electronic Data Interchange \(EDI\) Enrollment](#)

## WHERE SHOULD I SEND THE FORM(S)?

- Fax the form to (877) 439-5479; or
- Mail the form to:  
Novitas Solutions, Inc. – EDI  
P.O. Box 3011  
Mechanicsburg, PA 17055-1801

## HOW DO I CHECK STATUS?

- Call (877) 235-8073 and provide them with your Medicare Provider ID and ask if you have been linked to Office Ally's Submitter ID 1958556.
- Once you receive confirmation that you've been linked to Office Ally, you must email [support@officeally.com](mailto:support@officeally.com) with the below information prior to submitting claims electronically.

**Email Subject:** Medicare J12901 – WPS Legacy Part A (12901) - EDI Approval

**Body of Email:**

Please log my EDI approval for Medicare J12901 – WPS Legacy Part A.

- Provider Name
- NPI
- Tax ID

## WHAT IS THE TURNAROUND TIME?

- Standard processing time is 5-10 business days

## HOW DO I ENROLL TO RECEIVE ERA'S?

- There is no separate form for Electronic Remittance Advice (ERA/835). Upon completion of this form you will automatically be enrolled to receive Electronic Remittance Advice; however you will continue to receive paper remittances for 45 days after the effective date of ERA transmission.
- Existing EDI providers enrolling for ERA's should complete the above EDI Enrollment Form as follows:
  - Complete Sections A through D with the appropriate information
  - Complete section F by clicking the block "ERA Change Only"
  - Note: The ERA receiver ID is 1958556.