

WHICH FORMS SHOULD I COMPLETE?

- **Electronic Remittance Advice (ERA) Authorization Agreement**
 - o Office Ally's Trading Partner ID: **OFF001**
 - o Method of Retrieval: **Clearinghouse**

WHERE SHOULD I SEND THE FORM(S)?

- Enrollment is submitted online.

WHAT IS THE TURNAROUND TIME?

- Standard Processing Time is 15 business days.

HOW DO I CHECK STATUS?

- After the allotted turnaround timeframe, contact the payer by emailing edisupport@hmsa.com or calling 800-377-4672 to ask if the ERA (835) Enrollment request has processed and the provider is now linked to Office Ally's Submitter ID **OFF001**.