

GUNDERSEN LUTHERAN HEALTH PLAN (39180) ERA ENROLLMENT INSTRUCTIONS



WHAT FORM(S) SHOULD I DO?

- [GHP ACH and Provider Portal User Agreement](#)

WHERE SHOULD I SEND THE FORM(S)?

- Fax form to: (608) 775-0069 (Attn: Jackie Schwier); or
- Email to: jkschwie@gundersenhealth.org

WHAT IS THE TURNAROUND TIME FOR ENROLLMENT?

- Standard processing time is 7-10 business days.

HOW DO I CHECK STATUS?

- Call Shari Oelke at (608) 775-8026 to verify ERA's have been activated via Office Ally (ClaimsNet).