

# INDEPENDENCE ADMINISTRATORS (54763) ERA ENROLLMENT INSTRUCTIONS



## WHAT FORM(S) SHOULD I DO?

- Complete the online form at <https://www.highmark.com/edi-ibc/apps/claims/forms/provider.shtml>
- Complete the required fields
  - Requester Type: Add ERA (835)
  - Requester Information is the Provider Information
  - Trading Partner Number: 9803461
  - Trading Partner Name: Office Ally
  - Provider Information: Mark Yes under "ERA?"
- When finished, select "Add Provider" then "Continue"

## WHAT IS THE TURNAROUND TIME FOR ERA ENROLLMENT?

- ERA enrollment requests can take 15-30 days to process.
- If you have questions regarding your ERA enrollment, contact the payer at 800-992-0246.