Office Ally

MEDICAID INDIANA (MCDIN)
ERA-ENROLLMENT INSTRUCTIONS

WHICH FORMS SHOULD I COMPLETE?

- Login to the Web InterChange Portal
    o Click on the *Provider Profile* link
    o Select *View/Edit Profile*
    o Choose the *Edit* option listed next to the provider location being enrolled
    o Click the *ERA/835* tab
    o Enter Office Ally's Trading Partner ID: **R639**

WHAT IS THE TURNAROUND TIME?

- ERA Enrollment requests made through the Web InterChange site will take effect immediately upon completion

HOW DO I CHECK STATUS?

- If you have questions about IHCP provider enrollment, enrollment status or provider profile updates, call Customer Assistance at 800-457-4584 and select option 2, and then option 1 to check provider enrollment status or option 3 to update provider enrollment information. Your Gainwell provider relations consultant may also be able to assist with enrollment questions.