MEDICAID MISSISSIPPI (77032)
ERA ENROLLMENT INSTRUCTIONS

WHICH FORM(S) SHOULD I DO?

Providers must be registered in the MESA Portal and then use their new MESA Provider ID to make an association with Office Ally. Instructions for making the association with Office Ally are provided on the next page.

The MESA Production Provider Portal is located here: https://portal.MS-Medicaid-MESA.com/MS/Provider

If you do not know your new MESA ID, you can use the following utility: http://dom-azure-app.medicaid.ms.gov/

WHERE SHOULD I SEND THE FORM(S)?

- No forms are required – enrollment is done online.

WHAT IS THE TURNAROUND TIME?

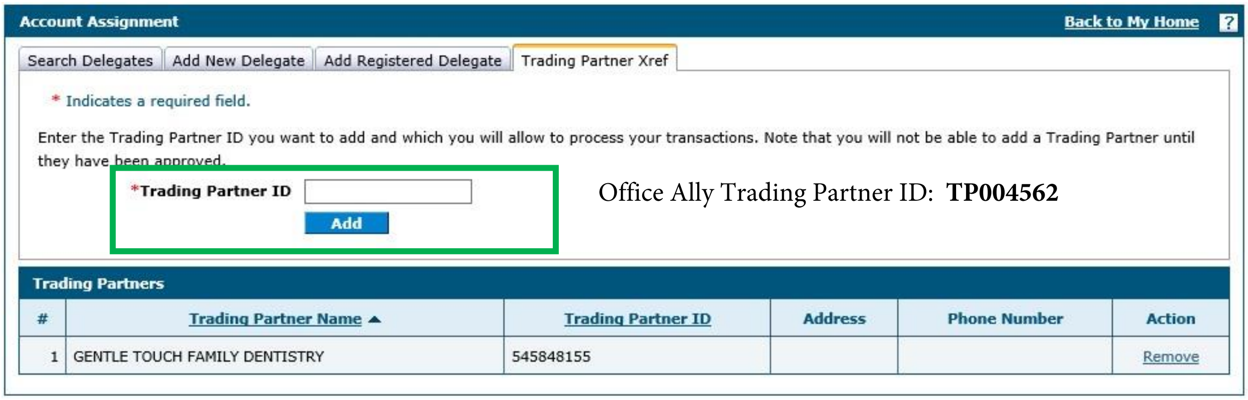
- Linkage activation will take approximately 2 days.

HOW DO I CHECK STATUS?

- Call (866) 225-2502 and ask if your Provider Number and/or NPI have been linked to Office Ally's Submitter ID **TP004562** for ERAs.

For Providers Who Use an outside Trading Partner or Clearing House:

A provider can add a delegate Trading Partner (TP) using the Trading Partner Xref panel in the Web Portal Provider Manage Accounts Delegate Panel to work on their behalf. However, the provider's TP or Clearinghouse must have enrolled to receive 835s as one of their selected transaction sets. The TP/Clearinghouse will need to share the new MESA TP ID with their respective providers. It should be noted that performing the linking this way will result in the Trading Partner having access to all applicable enrolled and approved transactions sets:



Account Assignment — Back to My Home

Search Delegates | Add New Delegate | Add Registered Delegate | Trading Partner Xref

* Indicates a required field.

Enter the Trading Partner ID you want to add and which you will allow to process your transactions. Note that you will not be able to add a Trading Partner until they have been approved.

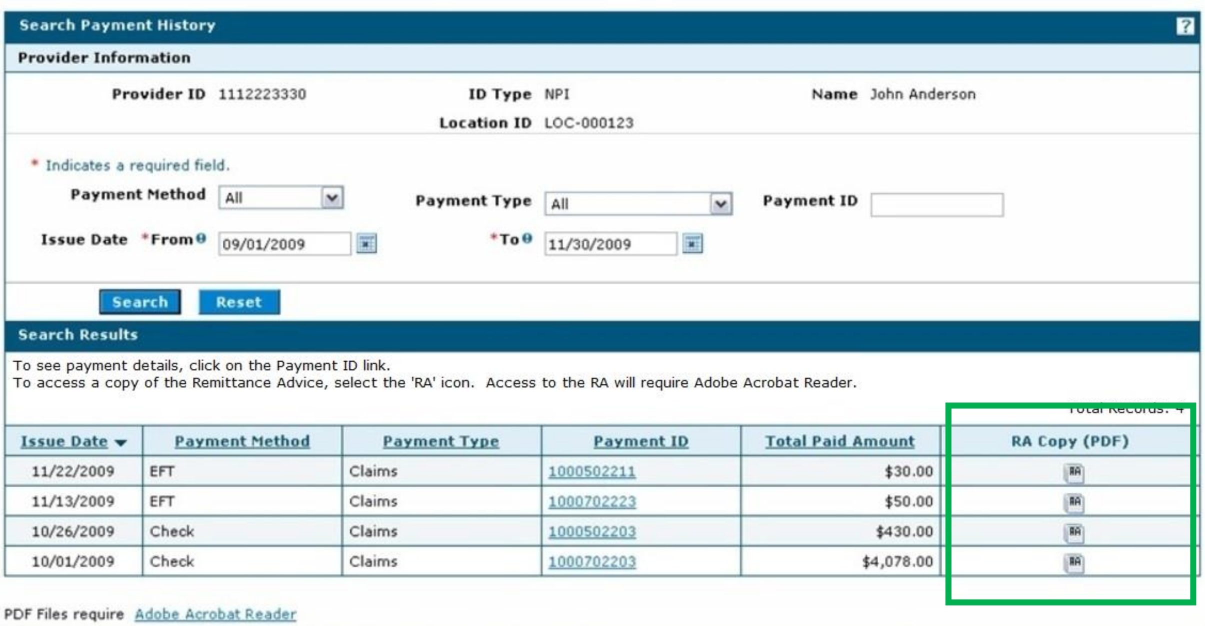
*Trading Partner ID [ ] **Add**

Office Ally Trading Partner ID: **TP004562**

Trading Partners

#	Trading Partner Name ▲	Trading Partner ID	Address	Phone Number	Action
1	GENTLE TOUCH FAMILY DENTISTRY	545848155			Remove

From the Web Portal Provider Search Payment History and View Payment Details Panels a provider can search and view payment information meeting their search criteria. Only payments for the logged in user are included in the search results. Because this capability is presenting payment information electronically, it must be data-content compliant with the Health Insurance Portability and Accountability Act (HIPAA) 835 transaction regulation. Only data that exists on the 835 can be displayed. As shown, a copy of the Remittance Advice (RA) is also displayed for each payment in the search:



Search Payment History

Provider Information

Provider ID 1112223330 **ID Type** NPI **Name** John Anderson

Location ID LOC-000123

* Indicates a required field.

Payment Method All **Payment Type** All **Payment ID**

Issue Date ***From** 09/01/2009 ***To** 11/30/2009

Search **Reset**

Search Results

To see payment details, click on the Payment ID link.
To access a copy of the Remittance Advice, select the 'RA' icon. Access to the RA will require Adobe Acrobat Reader.

Total Records: 4

Issue Date ▼	Payment Method	Payment Type	Payment ID	Total Paid Amount	RA Copy (PDF)
11/22/2009	EFT	Claims	1000502211	$30.00	RA
11/13/2009	EFT	Claims	1000702223	$50.00	RA
10/26/2009	Check	Claims	1000502203	$430.00	RA
10/01/2009	Check	Claims	1000702203	$4,078.00	RA

PDF Files require Adobe Acrobat Reader