WHICH FORMS SHOULD I COMPLETE?

- Log into your Nevada Medicaid EVS account
    - o If you do not already have an account, click on *Register Now*
    - o Follow the instructions outlined in the Provider Quick Reference Guide
    - o Under Manage Account select *Add Registered Trading Partner* (click here for user manual)
        - ▪ Trading Partner Name: **Office Ally**
        - ▪ Trading Partner ID: **22353239**
    - o Select the transactions (**837P/835**) you would like to be activated and click *Submit*
    - o Confirm Office Ally as a Trading Partner

WHAT IS THE TURNAROUND TIME?

- Once you have confirmed the Trading Partner, you are approved

HOW DO I CHECK STATUS?

- You are automatically approved when the enrollment steps are completed, however if you have questions regarding this process you can contact Medicaid Nevada directly.