

# MEDICAID INDIANA (MCDIN) ERA ENROLLMENT INSTRUCTIONS



## WHAT FORM(S) SHOULD I DO?

- Log in to the [Web InterChange Portal](#)
  - Click on the Provider Profile Link
  - Click View/Edit profile
  - Click Edit next to the provider location to be enrolled
  - Click the ERA/835 tab to enter the appropriate information
  - Office Ally's Trading Partner ID: R639
- Note: If you're already enrolled to receive ERA's, this new enrollment process will not affect you. You do not need to re-enroll. Furthermore, this change refers to the 835 transaction enrollment and does not affect provider receiving their Remittance Advice from the Web InterChange Check/RA Inquiry screen.

## WHAT IS THE TURNAROUND TIME FOR ERA ENROLLMENT?

- 835 ERA enrollments made on the Web InterChange site will take effect immediately upon completion.

## ADDITIONAL RESOURCES

- There are additional resources available within the Web Interchange site. Provider can find the new Help information under Help > Provider Inquiry > Maintenance Help > How to Maintain your ERA/835.
- For the complete bulletin provided by Medicaid Indiana [click here](#).
- Providers can find the name and contact number of their Web InterChange administrator by going to the Web InterChange log-on page at <https://interchange.indianamedicaid.com> and click the Administrator Listing link. If the provider is not set up for Web InterChange, they should go to the log-on page and click "How to Obtain an ID" and submit an InterChange Administrator Request form.