MEDICAID NEW MEXICO (NMMAD) ERA-ENROLLMENT INSTRUCTIONS

WHICH FORMS SHOULD I COMPLETE?

- **Electronic Data Interchange (EDI) Provider Authorization**

WHERE SHOULD I SEND THE FORM(S)?

- Email to HIPAA.DeskNM@hsd.nm.gov

WHAT IS THE TURNAROUND TIME?

- Standard Processing Time is 15 business days

HOW DO I CHECK STATUS?

- If you have not started receiving your remittance files within 30 days, please email HIPAA.DeskNM@hsd.nm.gov to track status of your enrollment request and approval date.

HUMAN SERVICES DEPARTMENT

State of New Mexico Medicaid Program
Electronic Data Interchange (EDI) Provider Authorization

Please return to:
E-Mail: HIPAA.DeskNM@hsd.nm.gov

Section A. Provider Information

Business Person (Contact at provider's office)

Provider Name (Last, First, MI or Business Name)

Provider NPI (if provider has NPI)	*Provider Tax ID / SSN (if provider does not have an NPI)*

Business Address

City, State, Zip

Telephone Number	*Fax Number*

Contact Name (Alternate contact)	*E-mail address*

***Check box if this is a change in Billing Agent or Clearinghouse** ☐

Section B. Authorization Signature (required)

Provider, _____ hereby appoints
Provider name / Provider Representative name (please print)

Office Ally 145627
Billing Agent/Clearinghouse name (please print) *Billing Agent/Clearinghouse Conduent Trading Partner/Submitter ID*

to act as the authorized agent for the purpose of submitting electronically to Conduent EDI Gateway, Inc.

Provider also authorizes the Billing Agent/Clearinghouse access to the following X12N transaction responses (transaction must be selected):

__ X12N 277 CA (Payer Specific Reject Report)

__ X12N 999 (Acknowledgement of Sent Transactions)

X X12N 835 (Claim Payment Advice)

__ X12N 271 (Eligibility Benefit Response)

__ X12N 277 (Claim Status Response)

This Authorization may be modified or revoked at any time in writing. It is considered in effect until modified or revoked. This form must be completed by the billing provider, not a service only provider.

	_____
Provider/Provider Representative Name (please print)	*Provider/Provider Representative Signature/Date*