

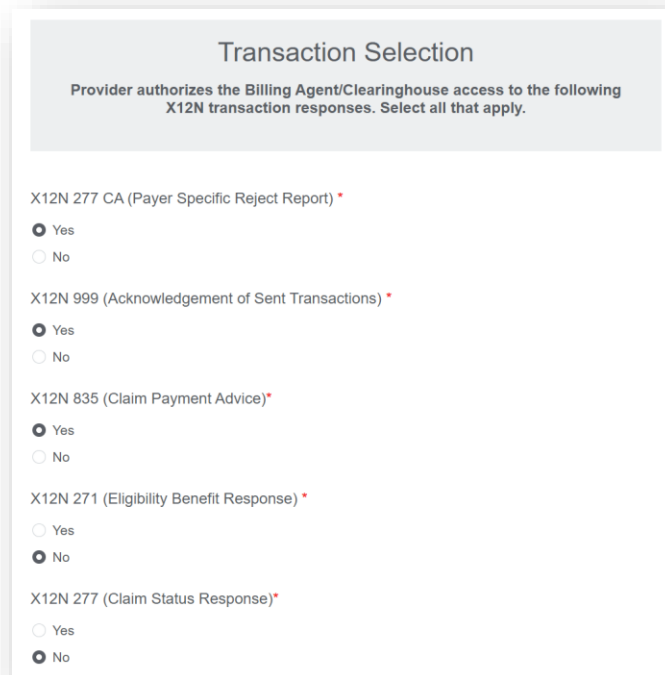
**WHICH FORMS SHOULD I COMPLETE?**

- **ERA Enrollment is complete online through the [State of New Mexico Medicaid Program EDI Provider Authorization Form](#)**
- Complete the Provider Details (Name, NPI, Tax ID, Address, etc.)
- If you are an existing provider, click the checkbox:

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

Changing Billing Agent/Clearinghouse

- Transaction Selection:
  - o Choose **Yes** in the **X12N 277 CA, X12N 999, & X12N 835 sections (see below)**



**Transaction Selection**

Provider authorizes the Billing Agent/Clearinghouse access to the following X12N transaction responses. Select all that apply.

X12N 277 CA (Payer Specific Reject Report) \*

Yes  
 No

X12N 999 (Acknowledgement of Sent Transactions) \*

Yes  
 No

X12N 835 (Claim Payment Advice) \*

Yes  
 No

X12N 271 (Eligibility Benefit Response) \*

Yes  
 No

X12N 277 (Claim Status Response) \*

Yes  
 No

- Billing Agent/Clearinghouse Authorization
  - o Billing Agent/Clearinghouse Name: **Office Ally**
  - o Conduent Trading Partner/Submitter ID: **145627**

## WHERE SHOULD I SEND THE FORM(S)?

- Submitted Online.
  - o **Shortly after submission, a copy of the EDI Provider Authorization Agreement will be sent for your digital signature from Formstack (Intellistack) to the email address you provide on this form. Please follow the instructions to review and digitally sign the agreement. You must sign the agreement for the payer to process this authorization request.**

## 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](mailto:HIPAA.DeskNM@hsd.nm.gov) to track status of your enrollment request and approval date.