



UNITY HEALTH INSURANCE (66705) ERA ENROLLMENT INSTRUCTIONS

WHAT FORM(S) SHOULD I DO?

- [Electronic Health Care Claim Payment / Advice \(835\)](#)
 - Clearinghouse information (Section 5)
 - Clearinghouse Name: Electronic Network Systems, Inc.
 - Clearinghouse Contact Name: Enrollments Department
 - Telephone Number: 866-367-9778 Option 1
 - Email Address: enrollments@optum.com
 - Complete registration instructions can be found [here](#)
- Optum ERA Provider Setup Form
- 835 Enrollment Request

WHERE SHOULD I SEND THE FORM(S)?

- The **Electronic Health Care Claim Payment / Advice (835)** form is completed online.
- Email the **Optum ERA Provider Setup Form** and **835 Enrollment Request** to EnrollmentAdmin@officeally.com or fax to (360) 314-2184.

WHAT IS THE TURNAROUND TIME?

- The standard processing time is 1-2 weeks.



835 ENROLLMENT REQUEST

Email this form to enrollmentadmin@officeally.com or Fax to (360) 314-2184. Once your form is received and processed, Office Ally will email you a confirmation. If you do not receive a confirmation email from us within 2-3 business days or faxing or emailing this form, please send it again. Please make sure to print legibly and to complete this form in its entirety. You risk delaying enrollment if the application is unreadable or incomplete. All fields in **bold** are **required**.

PROVIDER INFORMATION

Provider Name:

Provider Address:

City:

State:

Zip:

PROVIDER IDENTIFIERS INFORMATION

**Provider Federal Tax Identification Number
Employer Identification Number (EIN):**

National Provider Identifier (NPI):

PROVIDER CONTACT INFORMATION

Contact Name:

Telephone Number/Extension:

Email Address:

Fax Number:

SUBMISSION INFORMATION

Reason for Submission:

Authorized Signature:

Note: Electronic Signature (Typed Name) of Person Submitting ERA Enrollment.

NOTE: If you have received ERA's from these payers through another clearinghouse, you may be prompted via email from your previous clearinghouse to confirm the change. If you do not confirm the change, enrollment will be delayed.