

WHICH FORMS SHOULD I COMPLETE?

- **[Electronic Remittance Advice \(ERA\) Authorization Agreement](#)**
 - o If you need assistance completing the enrollment form, please use review the [instructions here](#).

WHERE SHOULD I SEND THE FORM(S)?

- Email to edi@wpsic.com; OR fax to 608-223-3824

WHAT IS THE TURNAROUND TIME?

- Standard Processing Time can take up to 25 business days.

HOW DO I CHECK STATUS?

- The ERA Agreement will be returned by WPS if not completed accurately. After the allotted turnaround timeframe, if you have not started receiving your electronic remittance files, send an email to edi@wpsic.com and ask if you are linked to Office Ally for your ERAs.