Office Ally

TRIZETTO 835 ENROLLMENT REQUEST

WHICH FORMS SHOULD I COMPLETE?

- Trizetto Enrollment Spreadsheet
    - Please review to the second tab of the workbook, '**Payer Specific Requirements'** to see if there are any prerequisites for the individual Payers you are requesting.
    - You may complete a separate row for each payer on the same spreadsheet.
    - If you have multiple providers, you may include them all on the same spreadsheet, one row per NPI/TIN and payer combination.

WHERE SHOULD I SEND THE FORM(S)?

- Email the spreadsheet (in Excel .xlsx format) to PayerEnrollment@officeally.com
    - **Subject Line:** Trizetto ERA Enrollment Request – (Insert Provider NPI)
- You will receive an auto-generated email with a case number, which you must note for tracking your enrollments.

WHAT IS THE TURNAROUND TIME?

- Standard Processing Time can take up to 15 business days.

HOW DO I CHECK STATUS?

- Once Office Ally processes your spreadsheet, we will email you a confirmation.

- If you have not received a status update within the allotted turnaround time, please reply to your original case number email received requesting a status of the enrollment request.