



WPS HEALTH INSURANCE (WPS01) ERA ENROLLMENT INSTRUCTIONS

WHAT FORM(S) SHOULD I DO?

- Providers can complete the EDI Express Enrollment online by clicking [here](#).
 - Select that you are a healthcare provider
 - Select the EDI transaction Electronic Remittance Advice (5010 835)
 - Enter Office Ally's Trading Partner ID **98366** and click "Validate".
 - Select WPS HEALTH INSURANCE
 - Review the Mock Agreement
 - Complete contact information
 - Enter the following information for the Clearinghouse Information:
 - Name: Office Ally
 - First Name: Customer
 - Last Name: Service
 - Contact Title: Customer Service
 - Phone Number: (360) 975-7000
 - Email: Support@officeally.com
 - Enter your Business Information
 - Use **valid physical address** for the business
 - Enter Tax ID
 - Click "**Complete & Submit**" to sign the agreement

WHAT IS THE TURNAROUND TIME?

- You will receive an email with confirmation of your enrollment within 30-45 minutes.

HOW DO I CHECK STATUS?

- You may call WPS at (800) 782-2680 and verify if you are linked to Office Ally's submitter number 98366 for ERAs