WPS HEALTH INSURANCE (WPS01)
ERA ENROLLMENT INSTRUCTIONS

WHAT FORM(S) SHOULD I DO?

- Providers can complete ERA Express Enrollment on line by clicking here.
  - Select that you are a healthcare provider
  - Select the EDI transaction: Electronic Remittance Advice (5010 835)
  - Enter in Office Ally's Trading Partner ID **98366** and click Validate.
  - Select WPS HEALTH INSURENCE
  - Review Mock Agreement
  - Complete contact information
  - Enter the following 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 FOR ERA ENROLLMENT?

- You will receive a confirmation email within 30 to 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.