Office Ally

WHICH FORMS SHOULD I COMPLETE?

- [1199 NATIONAL FUND ENROLLMENT SPREADSHEET](#)

WHERE SHOULD I SEND THE FORM(S)?

- Email the spreadsheet (in Excel .xlsx format) to payerenrollment@officeally.com
  - o **Subject Line**: 1199 National Fund_ERA Enrollment Request - (Insert Provider NPI)
  - o **Email Body**: Please process my ERA enrollment for the following provider(s).

- You will receive an auto-generated email with a case number, which will be used for tracking your enrollment progress.

WHAT IS THE TURNAROUND TIME?

- Standard Processing Time is unknown at this time.

HOW DO I CHECK STATUS?

- If you have not received an ERA files within 30 business days after Office Ally's acknowledgement email, please send an email to payerenrollment@officeally.com (**be sure to include your original case number from the email you received**) and ask for a status of the 1199 National Fund ERA enrollment for case number XXXXXXXX.