

## CIGNA

### Paperless 835 ERA

#### ERA Enrollment Instructions:

- The billing provider must have an EDInsight customer account.
- Submit this enrollment request within EDInsight –Enrollment Manager tool, using PAPERLESS method.
- Support Vendors may contact the EDInsight Enrollment Department for assistance.
- ERA enrollment timeframe is approximately 30 business days.

#### 835 Electronic Remittance Advice:

Submit as paperless within EDInsight -- Enrollment

LOG INTO EDInsight®. GO TO [SEARCH TOOLS] [ENROLLMENT]

ADD or LOCATE, then SELECT payer enrollment record.

CLICK [SUBMIT Enrollment]

COMPLETE the **ONLINE FORM** (shown below is the data you will need to enter the online request).

CLICK [SUBMIT Enrollment]

<b>Billing Group/Provider Name:</b>	
<b>Provider Street Address:</b>	
<b>Provider City, State and Zip</b>	
<b>NPI:</b>	
<b>Tax ID:</b>	
<b>Name of Contact:</b>	
<b>Contact Phone Number:</b>	
<b>Contact Email Address:</b>	
<b>Enrollment:</b>	<input type="radio"/> New Enrollment <input type="radio"/> Change Clearinghouse