

ComPsych

Paperless 835 ERA

ERA Enrollment Instructions:

- The billing provider must have an EDIinsight customer account.
- Submit this payer enrollment request **within EDIinsight –Enrollment Manager tool**, using **PAPERLESS** method.
- **Support Vendors may contact the EDIinsight Enrollment Department for assistance.**
- ERA enrollment timeframe is **approximately 20 business days.**

835 Electronic Remittance Advice:

The following information is needed to enter the enrollment into Enrollment Manager using the Online Paperless Method.

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

Process:

- Log into EDIinsight®. GO TO [Search Tools] [Enrollment]
- Add or Locate, then Select payer enrollment record
- Click [SUBMIT Enrollment]
- Complete online form, click [SUBMIT Enrollment]