

## Georgia Medicaid 835

### EDI Enrollment Instructions:

- The billing provider must have an EDInsight customer account.
- To authorize retrieval of ERAs by the clearinghouse, the provider must request on the payer's portal.
- See quick steps below to access Medicaid Georgia web portal and complete the online request.
- Once the request has been submitted, record the action within EDInsight- Enrollment Manager--GO TO or **[ADD Payer Enrollment]** record for this payer.
- --SELECT record, click **[ADD Action Taken]** select "**Enrolled on Payer website**" ENTER any notes, save.
- EDI enrollment processing timeframe is approximately 20 business days.
- For assistance with the on-line enrollment, contact Medicaid at 877-261-8785 or 770-325 -9590.

### 835 Electronic Remittance Advice:

This payer will only provide ERA to one Trading Partner ID. If ERA is currently being provided to another Trading Partner ID, it must be removed prior to assigning the role of **Trade Files Download** to Practice Insight.

GO TO the [Georgia Medicaid Web Portal](#)

#### CLICK **PIN Activation**

ENTER Provider ID and PIN (Provider ID is needed for Payee Account)

ENTER Email Address

CREATE Username and Password

SELECT security question and answer

CLICK **[Login]** Sign in with your Georgia Medicaid credentials.

SELECT **[MEUPS Account Management]** then CLICK **[Add Agent]**

ENTER pi-enrollment@waystar.com. CLICK **[Search]**

SEE "Select the agent below..." Select Practice Insight's information, as shown below.

Username	Last Name	Email	Phone	
TPID 166060	Practice Insight	pi-enrollment@waystar.com	713-333-6000	CLICK <b>[Select]</b>

CLICK to Agree to Terms

SEE SELECT **System to Modify Access** CLICK **[Select]** next to "**Web Portal**"

SEE **Modify the Permissions Georgia Portal**

SCROLL DOWN, CLICK to **put check for-** "**Trade Files Download**"

CLICK **[Save Changes]**

Refer to the [Web Portal User Account Management Guide](#) or contact GA Medicaid EDI Services for assistance.