
Idaho Medicaid 837/835

EDI Special Instructions

- If you have never registered for a Trading Partner Agreement with this payer – Follow steps under "**Trading Partner Registration**".
- If you have already completed a Trading Partner Registration with Idaho Medicaid-- Follow steps under "**837-Claims' Enrollment**" and "**835-ERAs' Enrollment**" (Optional)
- For assistance with registration or to confirm set up, contact Idaho Medicaid EDI at 1 - 866-686-4272 or send email to idedisupport@gainwelltechnologies.com.
- Please note that Internet Explorer versions above 8 may not be compatible with idmedicaid.com
- Detailed instructions for enrollment process can be found in Section 7 of [Trading Partner Account Registration and Maintenance Guide](#) .

Trading Partner Registration

- 1- Go to Idaho Medicaid's website at www.idmedicaid.com
- 2- Click on the **Register** tab at the top right of the screen.
- 3- Complete all the required fields and steps to register.
Select Provider – **Already Enrolled** if you have been enrolled/credentialed as an Idaho Medicaid provider.
Select Provider – **Not yet enrolled** if you have not.
- 4- On Step 3 – **Remittance Advice Selection**:
- 5- Select Third Party and select Practice Insight from the drop down. Select New for the reason for submission. If you are unable to select Practice Insight, you will be able to log in and change your ERA settings in the remit enrollment steps further down these instructions.
- 6- Waystar is doing business with the payer as "Practice Insight"
- 7- Once the registration is complete (the completion of Step 5), you will receive an activation link via the e-mail address you used to fill out the registration. There will be further instructions to activate your account. After this, you will be able to log in to your account.

837-Claims' Enrollment

- 1- Log in to your Idaho Medicaid account (assuming registration steps have been completed).
- 2- Under **Account Maintenance**, select **Manage Billing Agents**.
- 3- Select the billing provider from the drop-down.
Note: A list of current Billing Agents associated to the provider will display; if none exist, you will see the message, "No records to display"
- 4- Select **Add Billing Agent**, then enter the following information:
 - Trading Partner ID: **IDTPID004738**
 - Billing Agent / Clearinghouse Name: **Practice Insight**
- 5- Select **Search**. Search results will display.
- 6- Check box next to Billing Agent / Clearinghouse's name, select **Create Association**. A confirmation message will display.

835-ERAs' Enrollment

- 1- Choose **Account Maintenance**.
- 2- Choose **Manage Providers**.
- 3- Select **EDIT ERA**.
 - Check **Download PDF** if it is not checked by default.
 - Select **Generate 835**.
 - Select **Practice Insight** from the drop-down menu that appears.
 - Review the reason for submission and authorized signature and select the update button.

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, then save.

Detailed instructions for enrollment process in Section 7 of [Trading Partner Account Registration and Maintenance Guide](#) .
For assistance with the Idaho HealthPAS website, you may send your questions via email to idproviderservices@molinahealthcare.com or contact Provider Enrollment at 866-686-4272, option 2 for