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## Medicaid Iowa Safety Net Management Information Systems 837 & 835

### ERA Enrollment Instructions:

- The billing provider must have an EDInsight customer record.
- To authorize submission of claims and retrieval of ERAs by the clearinghouse, the provider must complete the 837/835 request on the EDISS Connect web portal
- Before the provider can log onto the portal, the provider must self-register online at- <https://connect.edissweb.com>
- EDI enrollment processing timeframe is approximately 10 business days.
- The billing provider may contact EDISS for support at 800-967-7902 or send email to [support@edissweb.com](mailto:support@edissweb.com).
- To check status of EDI enrollment, EDInsight Support Vendors can contact EDInsight Enrollment.

### 837 Claims Transactions and 835 Electronic Remittance Advice:

#### **Step 1- GO TO and LOG ONTO the payer portal at - <https://connect.edissweb.com>**

1. Click the **Add Transactions** tab at the top of the screen.
2. Enter your NPI and associated Tax ID in the designated fields and click **Continue**.
3. Select **Iowa** as the state in which you will perform transactions. Click **Add** and then click **Continue**.
4. Check **Institutional (UB92 or UB04 form)** or **Professional (1500 form)** as the type of transaction you will be submitting. Select **Safety Net Management Information System Institutional of Iowa** or **Safety Net Management Information System Professional of Iowa** as the line of business. Click **Continue**.
5. Check the Enroll box next to the transactions you need to enroll for (**837P – Health Care Claim: Professional, 837I – Health Care Claim: Institutional, 835 – Health Care Claim Payment/Advice**). Click the **Add Vendor** button.
6. Select **ZirMed – Trading Partner ID CH00002** as your vendor. Click **Add** and **Submit**.
  - a. **Please note:** Once you have added ZirMed as your vendor, **DO NOT** add ZirMed as an administrator on your account.
7. You will be taken to a Summary Page. **Print this page** for your own records. If additional enrollment forms are required, it will be indicated on this Summary Page.

### Submit to EDInsight Enrollment Team:

Within EDInsight - Enrollment Manager:

1. ADD or LOCATE the Payer Enrollment record, CLICK to select the record.
2. CLICK **[SUBMIT Enrollment]**
3. ENTER note indicating, **'Setup steps completed online with EDISS'**
4. CLICK **'Save and Exit'** button to save note and close window.