

## Northwood (NWOOD) Paperless 835 ERA Request

### ERA Enrollment Instructions:

- The billing provider must have an EDInsight customer account.
- Submit this payer 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 20 business days.

### 835 Electronic Remittance Advice:

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

### Steps to complete and submit ONLINE request within EDInsight- Enrollment Manager:

LOG ONTO EDInsight®

**GO TO [Search Tools] [Enrollment]** to access Enrollment Manager.

ADD or LOCATE, then SELECT payer enrollment record for specific payer being requested.

CLICK **[SUBMIT Enrollment]**

COMPLETE online form using (same data fields as shown above).

CLICK **[SUBMIT Enrollment]**