

UHC Student Resources Electronic Remittance Advice ERA 835

ERA Enrollment Instructions:

- The billing provider must have an EDIinsight customer record.
- EDI enrollment applies to ERA only and is not necessary prior to sending claims.
- PRINT, SIGN, SCAN and SAVE the signed form to your PC so that you can ATTACH to enrollment record and SUBMIT the form to the EDIinsight Team.
- EDI enrollment processing timeframe is approximately 10 business days.
- To check status of EDI enrollment, EDIinsight Support Vendors can contact EDIinsight Enrollment.
- EFT Enrollment and a Payer form is required to receive ERAs from this payer.

835 Electronic Remittance Advice:

To Complete the EFT Enrollment

To sign up for Health Services for Children with Special Needs for ERAs, you need to set up an online account with Optum EPS at www.optum.com/eps.

You will need to have a voided Check and W9 form that you can scan and attach to the enrollment for the Direct Deposit option which is free. The virtual card payments requires just the W9 form and will have merchant card processing fees associated with it.

If you already have an Optum EPS account, this payer will automatically flow to your account when ERAs are received via your current method Direct Deposit or virtual card payments.

To Complete the OPTUM ERA Setup Form

Check the box at the bottom of the page.

Submit to EDIinsight Enrollment Team:

Within EDIinsight - Enrollment Manager:

SELECT record, CLICK **[ATTACH File]** to attach the completed payer form. IF prompted, asking if you want to Submit the request, CLICK **[Yes]**

-Or- CLICK **[SUBMIT Enrollment]**

ENTER any notes (optional), then CLICK to **SAVE**.

