

Upper Peninsula Health Plan 835

ERA Enrollment Instructions:

- The billing provider must have an EDInsight customer account.
- Submit 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 2 business days.**

835 Electronic Remittance Advice:

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

Billing Group/Provider Name:		
Provider Street Address:		
Provider City, State and Zip		
NPI:		
Tax ID:		
Name of Contact:		
Contact Phone Number:		
Contact Email Address:		
Enrollment:	<input type="radio"/> New Enrollment <input type="radio"/> Change Clearinghouse	

Process:

- Log into EDInsight®. GO TO [Search Tools] [Enrollment]
- Add or Locate, then Select payer enrollment record
- Click [SUBMIT Enrollment]
- Complete online form, click [SUBMIT Enrollment]