

## **Multi-Payer Electronic Remittance Advice (ERA) Enrollment Form**

Availity supports the exchange of electronic remittances for various payers in the ASC X12 835, version 4010A1 format.

The enrollment process establishes an electronic mailbox where we will place the electronic remittance file(s) received from payer(s). The Provider Tax ID is a requirement to establish an ERA Receiver mailbox and will also be used to parse remittance transactions from the various payers. The assigned electronic ERA Receiver ID and password will be returned via fax to the contact and fax number provided on the enrollment form.

Note: If you are a Billing Service or Clearinghouse wishing to receive the ERA on behalf of the provider, each provider must complete the enrollment documents authorizing you to retrieve their remittance files or a copy of your power of attorney must be submitted with the enrollment form.

Once in production, a letter will be required on the provider's letterhead if a change is requested. If you have any questions regarding the enrollment process you may contact the EDI Helpline at 877.334.8446.

# Electronic Remittance Advice (ERA) Enrollment

Change or Add a New ERA Account (Select one)	
<b>CHANGE to ERA Receiver ID:</b>	
Add New Payer to ERA Account	
Change ERA Account Information	
Delete ERA Account	
<b>ADD New ERA Receiver ID</b>	
Create New ERA Account	

<b>Indicate who will receive the file:</b>	Provider	Billing Service	Clearinghouse
--	----------	-----------------	---------------

Availity User ID (Required)	
Receiver Name	
Receiver Address	
City _____	State _____ Zip _____
Contact Name _____	Tel. _____
Email Address _____	Fax _____
Vendor Name/ID (if applicable)	

Payer Name	Payer ID (see Payer List)	Provider Tax ID	BCBS Provider #	National Provider ID (NPI)	Regence Legacy ID

Provider Name (print)	
Provider Address	
City _____	State _____ Zip _____
Provider Signature _____	Date _____

Please return this form to: **Availity**  
**PO Box 833905**  
**Richardson, TX 75098-3905**

Or fax to: **972.383.6450**