Practice Insight

Questions? Please contact your EDI solutions reseller for help with EDI enrollment forms
02/01/2011 (IE)
http://noridian.totalonboarding.com

MEDICARE PART B and BCBS– NORTH DAKOTA
(EDISS-Noridian)
Enrollment Instructions – Professional Claims and ERA

- ✓ **BEFORE enrolling, you MUST have a Practice Insight EDI customer account # with billing provider record added.** Please contact your EDI solutions reseller to confirm your EDI account setup.

- ✓ **Make sure all required information is complete and accurate.** Obtain information for completing the online enrollment, e.g, provider's Tax ID #, NPI # and desired transactions, e.g, 837-claims and/or 835-remits.

- ✓ **Make a copy of the completed enrollment pages.** Note the date and method of submission. Keep a copy of the completed request in case you need to follow up.

Providers must complete online enrollment with EDISS, using "Total OnBoarding" at http://noridian.totalonboarding.com to add Practice Insight as the Vendor, authorizing specific Lines of Business and EDI Transactions.

837- CLAIMS and 835- ERAS (New or Change of Service)

Before a provider can log in to the "TOB" system, the provider must self-register online at http://noridian.totalonboarding.com
For help, refer to the TOB Provider Manual at **http://www.edissweb.com/docs/shared/provider_tob_manual.pdf .**

NOTE: At the time the provider registers, they will be asked if they are a "**NEW**" provider and if they have a 7-char submitter #. If the provider does NOT have a 7-char submitter number, Noridian will assign the number later on during the process. During this process, a NEW provider may be prompted to download, print, sign and submit an EDI Agreement.

- ➔ Click on "**Create a New Provider/Vendor Account**".
- ➔ Click to Select "**I am a Provider**", then Click [**Create**].
  Note: On each screen there is a Quick Help Guide. Or phone EDISS Help Desk 1-800-967-7902 for assistance.

Once the provider has registered and is logged onto the EDISS TotalOnBoarding system, use the options described below to authorize Practice Insight as the clearinghouse to submit claims (837's) and/or to retrieve ERAS (835's).
See pages 8-14, TotalOnBoarding User's Guide at **http://www.edissweb.com/docs/shared/provider_tob_manual.pdf .**

- ➔ ***Select Vendors*** (See pages 8-9 of TOB manual)
  This option allows providers to select the Vendors (Clearinghouse) to be used for their electronic transactions.
  To locate Practice Insight, enter the "**Trading Partner ID**" = "**CH00141",** Click to **[ADD] "Practice Insight".**

- ➔ ***Manage NPIs*** (See pages 9-10 of the TOB manual)
  This option allows providers to add NPIs to their profile, update their TIN, and edit their transactions.

- ➔ ***Manage Transactions*** (See pages 13-14 of the TOB manual)
  To add or remove transactions, select the + sign next to the state. All available LOBs for that state will appear.
  Choose Select Transactions next to the correct Line of Business. All available transactions for that LOB will appear.
  Select **[ENROLL]** or each transaction type to be added to the profile.

For 837-electronic claims- select BOTH 4010 and 5010 ANSI file standard types:
✓ 837P (4010A1) for Professional Claims and ✓ 837P (5010A1) for Professional Claims
For 835-electronic remits, select BOTH 4010 and 5010 ANSI file standard types:
✓ 835 (4010A1) for Payment Advice and ✓ 835 (5010A1) for Payment Advice

Allow 3-5 Business Days for Processing

Once enrollment is complete, the provider and Practice Insight should receive email confirmation from noridian.totalonboarding.com. To follow up on the status of your online edi enrollment, contact EDISS Help Desk 1-800-967-7902.