



Questions? Please contact your EDI solutions reseller for help with EDI enrollment forms
10/05/2011 (IE)
<http://health.utah.gov/medicaid/>

Medicaid Utah – FFS (MCDUT) UHIN – Utah Health Information Network 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.** Recheck provider numbers to be sure they are valid and accurate. Invalid or incorrect provider IDs will cause the enrollment to be delayed or rejected.
- ✓ **Keep a copy of the completed enrollment pages.** Note the date and method of submission. Keep a copy of the completed request in case you should need to follow up or resubmit.

Medicaid Utah requires online provider registration.
See instructions provided below for - 837-Claims and 835-ERAs.

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

1. To begin registration, you must know the billing provider's 2-digit Medicaid PIN AND/OR 10-digit NPI # AND the Tax ID #.
2. Go to <https://mmcs.health.utah.gov/hcfenroll2/index.jsp> (to access Utah Medicaid Electronic Data Interchange (EDI) Enrollment)
3. Here, you will be prompted ...
Enter ID: (your 12-digit Medicaid Pin # or 10-digit NPI #)
Enter Tax ID: (9 digits)

4. After you confirm selection of the correct provider, you will see the online EDI registration form.

In fields 1 through 8 ENTER or EDIT to indicate appropriate information for Submitter (person submitting this request form) and Data Contact info (tech contact from provider's office).

In the EDI Contact Section enter the following data:

9. Name: PRACTICE INSIGHT	12. Ext: 2
10. Title: CLEARINGHOUSE	13. Fax: (713) 333-0138
11. Phone: (713) 333-6000	14. Email: enrollment@practiceinsight.net

5. In the Trading Partner Section (15.) enter the following TPID for Practice Insight next to the ANSI Transactions for which you are enrolling:
837 Professional Claims **HT005915-001**
835 Electronic Remittance Advice **HT005915-001** (Only enter if you want electronic remits.)
6. Click [**SUBMIT**] to complete registration. (Payer will notify when enrollment is processed.)

ALLOW 2-4 WEEKS FOR PROCESSING

If it has been over 30 days since request was submitted and you have not yet received confirmation of enrollment, contact Medicaid Utah Customer Support at 1- 800-662-9651.