

# MEDICAID NEW HAMPSHIRE PRE-ENROLLMENT INSTRUCTIONS - MCDNH



## HOW LONG DOES PRE-ENROLLMENT TAKE?

- Standard processing time is 2 weeks

## WHAT FORM(S) SHOULD I COMPLETE?

- NH Title XIX EDI Registration

## WHO CAN SIGN THE FORM(S)?

- The provider or authorized personnel

## WHERE SHOULD I SEND THE FORM(S)?

- The ORIGINAL form with ORIGINAL signature must be mailed to:  
EDS  
Attn: EDI Coordinator  
P.O. Box 2040  
Concord, NH 03302-2040

## HOW DO I CHECK STATUS?

- Call 603-224-1747 and ask if your Provider Number has been linked to Office Ally's trading partner#810000035.

## WHAT PROVIDER NUMBERS DO I USE?

- Medicaid Provider ID

## **NOTE TO MY CLIENTS PLUS USERS:**

Once you have confirmed with the insurance payor that your provider number is linked to Office Ally, rather than contact Office Ally as directed above, please fax the following information to My Clients Plus at 888-653-7115.

- **My Clients Plus**
- **Provider/Practice Name as pre-enrolled with the insurance payor**
- **Fed Tax ID**
- **Billing NPI**
- **Insurance Payer (including State if BCBS, Medicare or Medicaid).**
- **The statement "I have verified my provider ID has been linked to Office Ally with the Insurance Payor".**
- **Provider email address where you can be notified of setup completion.**

For Noridian Pre-Enrollments Please Also Include:

- **Submitter number**



