

WELCOME TO OFFICE ALLY!



NORIDIAN MEDICARE PART B INSTRUCTIONS

FOR STATES: ALASKA, ARIZONA, HAWAII, IOWA, MONTANA, NORTH DAKOTA, UTAH, NEVADA, OREGON, SOUTH DAKOTA, WASHINGTON, WYOMING

HOW LONG DOES PRE-ENROLLMENT TAKE?

- Standard processing time is 3 – 4 weeks

WHERE SHOULD I SEND THE FORMS?

- Fax directly to Noridian at 877.269.1472 or mail the forms to Office Ally

WHO CAN SIGN THE FORMS?

- Forms must be signed by the provider (if the form is for a solo doctor) or the president, CEO, or owner of the group (if the form is for a group).

WHAT FORMS SHOULD I DO?

- Must complete the following **2** forms:
 - Noridian Medicare 837P
 - Noridian Medicare CMS Form
- **BOTH FORMS MUST BE DONE**

HOW DO I CHECK STATUS?

- To check status, call Medicare at 800.967.7902 or email Medicare at edi@noridian.com and ask if your provider number has been linked to Office Ally, trading partner ID CH00102.
- If it has been linked, ask for the submitter number assigned to them, and call My Clients Plus with this information **before** submitting claims @ 877-525-1169.
- Both their provider number and the submitter number are needed in order to enter the approval into our system.