

University Health Alliance (UHA) Pre-Enrollment Instructions - UHA01



How long does pre-enrollment take?

- Less than 1 week

What forms do I need to complete?

- UHA EDI 837P Registration Form
 - Please note that under the clearinghouse information section it asks if you want to receive your remittance advice, or ERA, electronically. If you select yes then the ERA will come to Office Ally and will be available for you to view.
- UHA Provider Trading Partner Agreement

Where should I send the forms?

- The form can be faxed to 1.866.572.4383
- The form can be emailed to ProviderServices@uhahealth.com
- The form can be mailed to:
UHA
Attention: Provider Services
700 Bishop Street, Suite 300
Honolulu, HI 96813

Who can sign the forms?

- The Provider or Billing Service (the individual contracting with UHA).

How do I check status of pre-enrollment?

- Office Ally will be notified via email of your approval. Once we learn you have been approved we will notify you via email.
- You can call (808) 535-5981 and ask for the status of your enrollment.