



Capario
1901 E. Alton Ave. #100
Santa Ana, CA. 92705
Phone: (800) 792-5256 Option 1
Fax: (404) 877- 3324
provider.enrollment@Capario.com

ERA Payer Agreement Instructions for DMERC

Region A: MR030 | Region B: MR031 | Region C: MR032 | Region D: MR024

ERA Transactions are available as an additional Capario contracted service. Please ensure you are contracted with Capario to request Electronic Remittance BEFORE requesting ERAs through Capario for this payer. If you are unsure about your current status please contact Capario sales at: sales@capario.com or 800-586-6870.

EFT enrollment and transmission is an arrangement between the provider and the Payer. If the Payer offers EFT transactions contact them to determine if they:

- Require you to receive EFTs in order to receive their ERAs
- Charge an additional fee for EFTs/ERAs
- Require you to enroll for EFTs on this ERA enrollment form.

We recommend enrolling using the convenience of our enrollment tool located on the Capario portal. This tool allows you to enter providers, select the payers and transactions for which you want to enroll, and produces pre-filled forms for processing. If you are not currently using the Capario portal, you can contact us at sales@capario.com and our team will ensure that you are set up and will provide a quick tutorial on using the enrollment tool.

Enrollment can be completed without the enrollment tool by following the specific instructions for this payer shown below.

Guidelines for Enrolling with this Payer

To request ERAs from DMERC, complete the payer's two online forms. Once they are submitted online, they must be printed, signed and faxed to the payer. (Details below). Also, also complete the Capario enrollment spreadsheets and email them to our EDI Team.

1. CMS EDI Enrollment Agreement

- Go to: <http://www.ngscedi.com/forms/formsindex.htm> - Click on CMS EDI Enrollment Form.
- Review the agreement. Go to Section C and enter this information:
 - Name, Address and Phone: Enter information for your site.
 - Email Address: Provider.Enrollment@Capario.com
 - DME NSCs and NPI fields: Enter information for your site.
 - Select: Joining an Existing Submitter ID#
 - Submitter ID#: C08451487.
 - Submitter Name: Capario.
 - This Submitter is a Clearinghouse, Billing Service or Third Party Biller: Select 'Yes'.
- Click on the Submit Button. A printable form, with your information, will appear.
- Print, sign and date your completed form.
- Go to the next step and complete the Supplier Authorization Form.

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2. Supplier Authorization Form

- Go to: <http://www.ngscedi.com/forms/formsindex.htm> - Click on Supplier Authorization Form.
- EDI Transaction, i.e. X12 Transactions and other types of files:
 - For Claims: Check ASCX12 837 Claim.
 - For ERA: Check ASCX12 835 Remittance.

- Complete the form as follows:

Submitter and/or Receiver Information

- Entity Name: Capario
- Operating as a: Clearinghouse
- Submitter ID: C08451487
- Street: 1901 East Alton Ave., Suite 100
- City, State & Zip Code: Santa Ana, CA, 92705
- Contact Name: Enrollment Department
- Contact Phone Number: (800) 792-5256, Option 1
- Contact Email Address: Provider.Enrollment@Capario.com

DME Supplier Information

- Complete all information for your site.
- Click on the Submit Button. A printable form, with your information, will appear.
- Print, sign and date your completed form.

Fax the EDI Enrollment Agreement & Supplier Authorization Form to:

National Government Services EDI Customer Support
Syracuse, NY

FAX: (315) 442-4299

3. Complete the Capario Enrollment Spreadsheets (located in our Resource Center):

- Capario Provider Spreadsheet - This is completed for each new provider.
http://www.capario.com/downloads/xls/provider_bulk_spreadsheet-Interim.xlsx
- Capario Payer Enrollment Spreadsheet - This is completed when requesting enrollment with a payer for providers previously added to the Capario system. Please note the instruction tab on each spreadsheet form for details about the information to enter in each column.
http://www.capario.com/downloads/xls/enrollment_bulk_spreadsheet-Interim.xlsx

Email the completed spreadsheet(s) to:

provider.enrollment@capario.com

Questions? Contact Capario Enrollment at: (800) 792-5256 Option 1