



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

Payer Agreement Instructions Georgia Medicaid (MC020)

Prior to enrolling for Medicaid Georgia, providers must be issued a submitter/provider log in from Georgia Medicaid in order to designate Capario as their agent. If you do not have your provider PIN letter, please contact Georgia Medicaid EDI Services at (877) 261-8785. Also, please be sure to include your assigned payee number on your Capario spreadsheet.

Please ensure your Capario contract is updated with the line of business you wish to enroll and complete the payer enrollment process BEFORE submitting claims to Capario for this payer. If you are unsure about your current status please contact Capario sales at: sales@capario.com or 800-586-6870.

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 instructions below.

Guidelines for Enrolling with Georgia Medicaid

- 1. Providers must be issued a submitter/provider log in from Georgia Medicaid prior to designating Capario as their agent. If you do not have your provider PIN letter, please contact Georgia Medicaid EDI Services at (877) 261-8785. Once the PIN letter is received, follow these steps to create your user name & password:**
 - **Step 1:** Go to: www.mmis.georgia.gov and login using your payer - issued submitter/provider log in information.
 - **Step 2:** Select "MEUPS Account Management".
 - **Step 3:** Click "Add Agent".
 - **Step 4:** Enter provider.enrollment@capario.com (This is very important)
 - **Step 5:** Enter your submitter/provider information.
 - **Step 6:** Select **Capario ID: TPID54829** (Also very important)
 - **Step 7:** From the list of "roles" check "Trade file download". This authorizes Capario to download Payer reports on your behalf.

(...instructions continued on next page...)



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2. 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 EDI Enrollment at: (800) 792-5256 Option 1