



Capario  
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 for**  
**AmeriHealth Administrators (54763) / AmeriHealth Delaware Non-HMO (93688)**  
**AmeriHealth New Jersey Non-HMO (60061) / AmeriHealth DE & NJ HMO (95044)**  
**Highmark [Out-of-Area only] (54771) / IBS Personal Choice (54704)**  
**Keystone Health Plan East (95056) / Pennsylvania Blue Shield (BS027)**

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 any of these payers. If you are unsure about your current status please contact Capario sales at: [sales@capario.com](mailto: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](mailto: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 these Payers*

To enroll with any of these payers you must login the the Payer's website and link your NPI with Capario's Trading Partner Number. Also, complete the Capario enrollment spreadsheets and email them our EDI Team.

**1. Login to the Highmark website and register:**

- Go to: [www.Highmark.com/edi](http://www.Highmark.com/edi)
- Select 'Update Your Profile Information'
- Locate the Provider Affiliation link
- Elect to choose the action 'Add Provider to Existing Trading Partner' and complete the EDI Application.
  - Under the Trading Partner Information, please assign Capario as your Approved Vendor.
    - Trading Partner Number: 504521
    - Trading Partner Name: Capario

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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](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](http://www.capario.com/downloads/xls/enrollment_bulk_spreadsheet-Interim.xlsx)

**Email the completed spreadsheet(s) to:**

[provider.enrollment@capario.com](mailto:provider.enrollment@capario.com)

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