



Capario  
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## Payer Agreement Instructions for Noridian Payers (Professional)

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](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 this Payer

To enroll with this Noridian payer, complete the online enrollment as instructed below. Also, complete the Capario enrollment spreadsheets and email them our EDI Team. The spreadsheets are located in our Resource Center:

#### 1. Login to the EDISS Total OnBoarding Website and create a new provider account:

- Go to: <https://noridian.totalonboarding.com/Login.aspx?ReturnUrl=%2fdefault.aspx>
- Create your account and assign Capario as your clearinghouse using our Trading Partner ID: CH00016. During the Total OnBoarding process, you will be assigned a unique Submitter ID.
  - If you have further questions, please follow the Total OnBoarding User Guide instructions; [http://www.edissweb.com/docs/shared/provider\\_tob\\_manual.pdf](http://www.edissweb.com/docs/shared/provider_tob_manual.pdf)

#### 2. Complete the Capario Enrollment Spreadsheets (INCLUDE THE NEW SUB ID ASSIGNED DURING TOTAL ONBOARDING)

- Capario Provider Spreadsheet - This is completed for each new provider.  
[http://www.capario.com/downloads/xls/provider\\_bulk\\_spreadsheet-Interim.xls](http://www.capario.com/downloads/xls/provider_bulk_spreadsheet-Interim.xls)
- 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