
Submit the completed Payer Request Form to:

Inovalon Enrollment

enrollmentsupport@inovalon.com

INSTRUCTIONS

- Complete all sections of the **Payer Request Form**
- Complete this form using group or individual provider information as listed on file with the payer you wish to set up

Note: Some payers require additional documentation to be completed and signed by the provider in order to complete enrollment. If additional forms are required, the required forms will be sent to you for completion.

IMPORTANT: You must specify the payer(s) with which you wish to enroll. If no payers are specified, enrollment forms **WILL BE RETURNED**.

If you have more than ten payers to enroll, please make additional copies of this form.

Questions or need assistance?

Contact Inovalon Enrollment Department at 888.499.5465 or enrollmentsupport@inovalon.com

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Complete one form per TAX ID.

PROVIDER BILLING INFORMATION

Please type your responses directly into the form.

Please check: ☐ New Request ☐ Change Request

Billing Service Name (if applicable)

TIN or INOVALON ID:

Contact Name:

Phone: () Fax: () Email:

Group/Provider Name:

Please check for designation: ☐ Professional ☐ Institutional

Billing Tax ID: Indicate ☐ TIN/EIN ☐ SSN Billing NPI:

Street Address:

City: State: Zip:

Name of Authorized Signee:

Title of Authorized Signee:

PAYER INFORMATION

List payers with which you wish to enroll below. Please refer to the Inovalon Payer List for enrollment requirements. Check the transaction(s) you want to enroll for each payer.

Payer ID	Payer Name	PTAN, Medicaid ID or Provider ID	Claims	ERA

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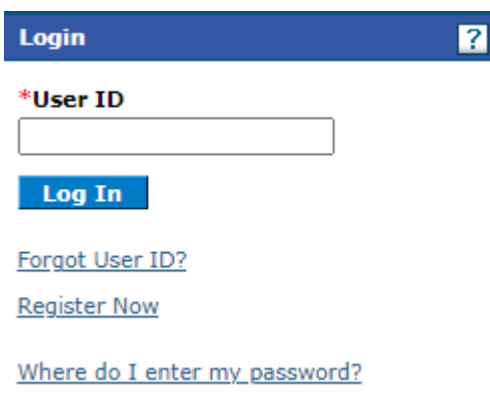
Inovalon Enrollment
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INSTRUCTIONS

Click on the link below:

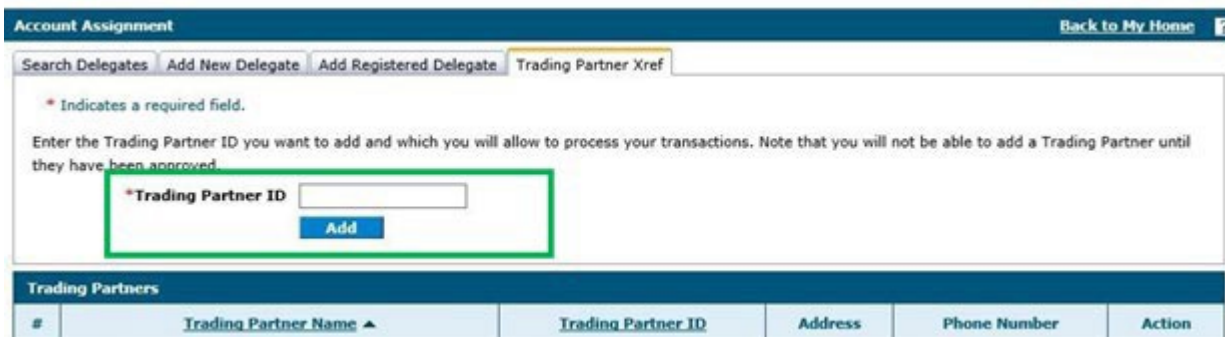
[Mississippi Medical Assistance Portal for Providers](#)

1. Log into the portal. If you have not already registered for a logon ID and password, you will have to complete this step before moving forward.



The screenshot shows the login interface. At the top is a blue header with the word "Login" and a help icon. Below this is a red asterisk followed by "User ID". Underneath is a text input field. Below the field is a blue "Log In" button. Further down are three links: "Forgot User ID?", "Register Now", and "Where do I enter my password?".

2. Go to the Manage Account Delegate Panel and click on the Trading Partner Xref panel. Enter Inovalon's Trading Partner ID TP003660 and click Add.



The screenshot shows the "Account Assignment" panel with the "Trading Partner Xref" tab selected. It includes a "Back to My Home" link and a "Search Delegates" button. Below are buttons for "Add New Delegate", "Add Registered Delegate", and "Trading Partner Xref". A note states: "* Indicates a required field. Enter the Trading Partner ID you want to add and which you will allow to process your transactions. Note that you will not be able to add a Trading Partner until they have been approved." Below this is a form with a red asterisk, "Trading Partner ID", a text input field, and an "Add" button. The "Add" button and the input field are highlighted with a green box. At the bottom is a table titled "Trading Partners".

#	Trading Partner Name ▲	Trading Partner ID	Address	Phone Number	Action
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3. Your facility is now linked to Inovalon to send claims and receive ERAs.

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