

National Government Services, Inc.
Durable Medical Equipment
Common Electronic Data Interchange
Request to Combine Trading Partner IDs

This request is for DME trading partners (submitters) who currently have more than one Trading Partner ID (also referred to as a Sender ID or Submitter ID) previously assigned by the DME MACs and would like to combine them into one Trading Partner ID for CEDI. This request will cover all electronic transactions: X12 837 Claims, NCPDP Claims, 835 Electronic Remittance Advice (ERA), and 276/277 Claims Status Request/Response.

**** SPECIAL NOTE FOR SUPPLIERS RECEIVING ERA ****

If a supplier currently receives ERAs under multiple Trading Partner IDs, CEDI can change the existing setup so that the ERA for a supplier will go back to one Trading Partner ID regardless of which DME MAC processes the claim. To process this change request, CEDI MUST have the following information.

1. Supplier (NSC) Number
2. Supplier Name
3. CURRENT Trading Partner ID(s) for EACH Supplier Number
4. Trading Partner ID the Supplier's ERA should now go back to

IF ANY OF THE INFORMATION ABOVE DOES NOT MATCH, THE REQUEST WILL BE RETURNED.

FOR EXAMPLE:

- **THE SUPPLIER NUMBER MUST MATCH THE SUPPLIER NAME.**
- **THE SUPPLIER NUMBER AND CURRENT TRADING PARTNER ID LISTED ON THE FORM MUST HAVE AN EXISTING LINK.**

Request to Combine Trading Partner IDs for CEDI

All information on this request must be completed. An incomplete form will not be accepted and will be returned to you.

Security Information

The authorized signature below attests to the accountability of the person requesting the combination of multiple Trading Partner (Submitter/Sender) IDs into one Trading Partner ID for the purpose of conducting electronic Durable Medical Equipment transactions with National Government Services, Inc. Common Electronic Data Interchange (CEDI). The owner of the CEDI Trading Partner IDs is responsible for the security of the ID, its associated password, and the data transferred to and from CEDI. The authorized signer is responsible for understanding this policy and ensuring that the Trading Partner ID and Password are not shared and all data is protected.

Supplier's Authorized Signature

Date

1. List all current Trading Partner IDs. These are your current Submitter ID/Sender IDs and will start with A08, B08, C08 and/or D08.

Trading Partner ID: _____

Does this ID receive ERA? Yes No

Trading Partner ID: _____

Does this ID receive ERA? Yes No

Trading Partner ID: _____

Does this ID receive ERA? Yes No

Trading Partner ID: _____

Does this ID receive ERA? Yes No

3. Complete the following information for the Trading Partner ID that will be used.

Note: All Supplier Numbers will be linked to this ID.

Trading Partner Information:

Trading Partner ID to be used with CEDI: _____

Trading Partner Name: _____

Address 1: _____

Address 2: _____

City: _____ State: _____ ZIP: _____

Telephone: _____ FAX: _____

Email Address: _____

Contact Name: _____

Contact Telephone: _____ Contact FAX: _____

Contact Email: _____

Vendor Information:

Software Vendor: _____

Address 1: _____

Address 2: _____

City: _____ State: _____ ZIP: _____

Telephone: _____ FAX: _____

Email Address: _____

Contact Name: _____

Contact Telephone: _____ Contact FAX: _____

Contact Email: _____

Transmission Method:

Asynchronous _____

FTP (over dialup) _____

