



Electronic Transaction Enrollment Process

Deseret Mutual's clearinghouse is Utah Health Information Network (UHIN). UHIN assigns Trading Partner Numbers (TPN) to groups or individuals for identification purposes.

Deseret Mutual will enroll a group or individual provider under the TPN assigned to them by UHIN for electronic transactions. Enrolling the group or individual provider under the TPN ensures all electronic transactions through UHIN are received by Deseret Mutual.

If Deseret Mutual does not have a TPN on file, the group or individual provider wanting to submit electronic transactions, must go through submission testing to pass HIPAA edits.

Deseret Mutual's TPN is HT000006-001

Electronic Billing Enrollment Form Instructions

To send HIPAA transactions to Deseret Mutual electronically, please complete the Electronic Billing Enrollment Form and return it to Deseret Mutual by Email, Postal Mail, or Fax.

- All enrollment forms must have a TPN listed for a Group, Individual Provider, or Clearinghouse. If UHIN is not the clearinghouse you use for electronic transactions, please contact your clearinghouse and ask them for their TPN. Your clearinghouse may ask for Deseret Mutual's TPN for verification.
- Only one enrollment form per Tax Identification Number (TIN) can be submitted.
- All group and individual National Provider Identifier (NPI) numbers must be included for enrollment purposes. Any claims submitted without NPI numbers will be rejected. Your only notice of rejection will be a returned 277CA.

Electronic Remittance Advice / 835

When you sign up to receive 835 transmissions (Electronic Remittance Advice), you will also receive a paper Explanation of Payment (EOP). To send 835 transmissions, we need to have the group or individual TIN. Please note: An 835 transmission will not be sent for paper or manually entered claims, however, a paper EOP will be generated and mailed.

Contact Information

If you have any questions about EDI enrollment, please contact Deseret Mutual at edienrollment@dmba.com or by calling our Provider Maintenance Team at 1-800-777-3622 press Options 1, 3, and then 4.

If you would like to contact UHIN, you may visit their Web site at www.uhin.org, or call the Help Desk at 801-466-7705.



60 East South Temple • P.O. Box 45530
 Salt Lake City, Utah 84145
 Telephone 1-801-578-5600 • Toll free 1-800-777-3622
 Fax 1-801-578-5903 • Web site: www.dmba.com

Electronic Enrollment Form

This form must be completed and approved before sending electronic transactions to Deseret Mutual.

Trading Partner Number: **HT**

Group/Provider Name: _____ TIN: _____

Group National Provider Identifier (NPI): _____

Physical Address: _____ City: _____ State: _____

Pay to Address: _____ City: _____ State: _____

Contact Name: _____

Phone: _____ *Email: _____

Please list each provider and provider NPI below. If the names of the providers do not all fit in the space below, please send the additional in a spreadsheet or table separately.

Provider Name	Provider NPI

Please indicate the type of claims and electronic transactions you will be submitting to Deseret Mutual.

- Professional Claims (CMS 1500)
- Institutional Claims (UB04)
- Dental Claims (ADA 2006/J400)
- Electronic Remittance Advice (835)
- Eligibility Inquiry (270/271)
- Claims Status Inquiry (276/277)

*Deseret Mutual will send email confirmation within 10 days to the address provided. If you don't receive confirmation, please call Provider Maintenance at 1-800-777-3622, press options 1, 3, and then 4, or email edienrollment@dmba.com