



Change Healthcare EFT enrollment instructions

EFT/Electronic Funds Transfer Enrollment

If not already enrolled to receive payments via EFT, please consider taking the time to enroll. EFT is a secure, direct deposit into your bank account. There is no fee from Change Healthcare to enroll to receive EFT payments from health plans/payers through this process.

ENROLLING FOR EFT (First Time Enrollees)

Providers follow 4 steps to enroll. Please access the link below and complete the New Provider ePayment Authorization Form. If you have questions about this form, or if you need help accessing Change Healthcare Payment Manager after you're enrolled, please call 866.506.2830, option 1.

Please allow for a 15-day validation period to process this form.

www.changehealthcare.com/legacy/resources/enrollment-services/medical-hospital-enrollment/eft-enrollment#eftenrollment

Step 1 - Complete EFT Authorization Form and include Validation paperwork

After your information is verified, you will receive an email confirming the enrollment.

Step 2 - Confirm Deposit to Verify Account

Once you complete the enrollment process, Change Healthcare makes a small deposit in your bank account. After you confirm this deposit with Change Healthcare, you will be given access to Payment Manager, an online tool where you can access your payment information.

Step 3 - Start using Payment Manager to Search, View, Download and Print ERAs

You can access Change Healthcare Payment Manager to search, view and print your payment and remittance advice for participating Payers. To see a quick tour of Payment Manager, visit: <http://www.changehealthcare.com/support/demos/paymentmanager/>

Step 4 - Contact your Financial Institution to Receive the CCD+ Reassociation Number

To reassociate payments and ERAs, a CCD+ Reassociation Number gets created and passed to your financial institution. To begin receiving this number, please request it from your bank.

EFT ENROLLMENT CHANGES (Providers Already Receiving EFT Payments)

Providers already enrolled and receiving EFT payments from payers through Change Healthcare can add, change, or delete payers, make bank changes, or change Payment Manager administrators. Please access the link below and complete the appropriate form for your needed change.

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If you have questions or need help with any of the forms, or if you need help accessing Change Healthcare Payment Manager, please call 866.506.2830 and select option 1.