

## FAQs for Trading Partners Enrollment

A **trading partner** is an entity with whom an organization exchanges data electronically. The trading partner may send or receive information electronically.

**Are you a trading partner (vendor, clearing house, billing company)? If you are, please note:**  
A trading partner must enroll to receive their trading partner ID (formerly submitter ID/MC ID).

### If I am a provider, do I need to enroll for a trading partner ID?

**Providers who are participating in any of the following would need to enroll for a trading partner ID:**

- Independent Choices
- PACE (Programs for All-inclusive Care for the Elderly)
- CPC (Comprehensive Primary Care)
- Private Option or Arkansas Works
- Long-term care adjusted service fee claims
- NET service fee claims
- Assisted living
- PCMH (Patient-Centered Medical Home)
- Providers who receive capitated fees (formerly known as managed care fees)

### As a provider, will I have a trading partner ID and a submitter ID?

**The trading partner ID will replace the submitter ID**

### As a provider, what transaction set should I choose?

**Providers who receive capitated fees** (formerly managed care fees) will need to select the 820 Capitation Payment Information transaction set to receive a detailed report of beneficiaries and payments.

### Things to do in the enrollment process:

- From the landing page, click on the trading partner link, then click the enrollment application link
- Read the welcome page
- Enter the information on the profile information page to set up your user ID, password and challenge question
- Select transaction sets
- Enter covered providers
- Sign the trading partner agreement



For more information call **1-800-457-4454**

**Providers who are participating in any of the following would need to enroll for a trading partner ID:**

- 837D – Batch health care claim dental
- 837I – Batch health care claim institutional
- 837P – Batch health care claim professional
- 835 – Remittance advice

*For more detailed instructions on how to enroll for a trading partner ID, please refer to the Trading Partner ID Enrollment Job Aid:*

[https://medicaid.mmis.arkansas.gov/Download/provider/insider/MMIS\\_JobAid\\_TrngPrtnrIDEnroll.pdf](https://medicaid.mmis.arkansas.gov/Download/provider/insider/MMIS_JobAid_TrngPrtnrIDEnroll.pdf)



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