

How to Enroll or Make Changes for EFT

For any insurance that uses Optum for EFT services, providers should take the following steps to enroll or edit EFT:

VISIT

support.changehealthcare.com/customer-resources/enrollment-services/medical-hospital-eft-enrollment-forms

Under New Provider/Existing Providers, click **EPayment Request Forms**

Within the form, check the appropriate option and complete the 3-page request.

Options include:

New ePayment Enrollment Authorization Form

Brand new providers to setup/start EFT.

Change Existing ePayment Banking

Providers already have existing bank account set up with CHC for EFT, but need to change/replace to a new bank account.

Deactivate Existing ePayment Banking

Providers wanting to stop EFT and deactivate existing bank account set up with CHC for EFT.

Add/Change/Delete EFT Payers

Providers with active banking set up with CHC who want to add/change/delete payers for EFT setup.

Payment Manager Authorization Form

Providers needing to change or update the admin on a payment manager login.

Email or fax completed form to the email address or fax number listed on page 1 of the request form.

Once Change Healthcare Enrollment has received the request, the provider will receive an email from eftenrollment@changehealthcare.com containing a hyperlink with the Unity Form for the appropriate selection chose.

Practice Management > Post > EFT Payments