



## 835 Payment Information

### To be completed by Payer:

1. Federal Tax ID (Required for EFT): 04-3608530
2. Additional Tax ID information (optional):
3. Include or Exclude Rejected Claims: **Exclude**
4. Include or Exclude Non Payment Claims: **Include**
5. Communication
  - a. Email Address: remittanceinquiry@navitus.com
  - b. Phone Number: 608-298-5777
  - c. Fax Number: 608-298-5877

### To be completed by Payee:

1. Payee Name and address:
2. Payee Contact (usually who reconciles your payments)
  - a. Contact Name:
  - b. Phone:
  - c. Fax:
  - d. Email:
3. Payee NCPDP or Affiliation number(s):
4. Payee Tax ID:
5. Technical/EDI Contact (name of who will be pulling the 835 from our FTP server)
  - a. Contact Name:
  - b. Phone:
  - c. Fax:
  - d. Email:
6. Sender/Receiver ID: NCPDP
7. Sender/Receiver ID Qualifier: C
  - a. 01 - Duns Number
  - b. 12 - Phone Number
  - c. ZZ - Mutually Defined (commonly used, can be anything from a company name to an internal system number)

**8. Method of Communication: FTP Pull**

*Navitus will only support FTP Pull at this time.*

**9. Does your pharmacy utilize a Centralized Payment Method?  
(Does your checks go to a central location on behalf of all your stores?)**

If yes, provide payment and remit address:

**10. Does your pharmacy utilize a Reconciliation Company? (does your remits go to someone else to reconcile on your behalf?)**

If yes, provide the following:

- a. Reconciliation Company Name:
- b. Contact Name:
- c. Phone:
- d. Fax:
- e. Email:

***Please be sure to send any updates that will effect your electronic remits or payments to Navitus Health Solutions in a timely manner. Failure to do this may result in incorrect payment or payment address. Navitus Health Solutions will rely on the information contained herein to process and deliver Pharmacy's remittance advice and Pharmacy payments.***

**To be completed by Navitus Health Solutions:**

Contract Analyst:

Pharmacy Name:

Payee ID (Chain Code):

Date Completed Request Worksheet Received: