



## EDI Service Center 5–Step Testing Guidelines

- Step 1:** Provider and/or Service Center representative accesses the MES EDI Web Portal and downloads the EDI Companion Guides at: <https://vamedicaid.dmas.virginia.gov/edi>
- Step 2:** Provider and/or Service Center representative that sends electronic transactions to Virginia Medicaid for processing must enroll as an EDI Service Center and executes the Electronic Trading Partner Agreement online at: <https://vamedicaid.dmas.virginia.gov/edi>
- Step 3:** Provider and/or Service Center representative receives credentials along with a unique four digit Service Center ID assigned by Virginia Medicaid via email from [no-reply@va.healthinteractive.net](mailto:no-reply@va.healthinteractive.net)
- Step 4:** The Virginia Medicaid EDI test coordinator at Conduent sends an email with testing instructions to Provider and/or Service Center representative along with a User ID to access MOVEit® DMZ at: <https://vammis-filetransfer.com>
- Step 5:** The Virginia Medicaid EDI test coordinator can be contacted by:  
Email at [virginia.edisupport@conduent.com](mailto:virginia.edisupport@conduent.com)  
Phone at 1-866-352-0766