



Trading Partners FTP Instructions

Version 1.1

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Revision History

Document Version	Date	Name	Comments
1.0	05/01/2012	Magellan Rx Management	Initial creation
1.1	07/08/2015	Communication and Documentation Management	Rebranded document

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Purpose

This document is designed to demonstrate how to retrieve an 835 Electronic Remittance Advice from the Magellan Trading Partners FTP site: <ftp02.magellanhealth.com>

Log In to New FTP Site

- 1. Navigate to: <https://ftp02.magellanhealth.com/>.



- 2. Log in with credentials provided by EDI:

A screenshot of a login form titled "Sign On" in green text. Below the title, there are two input fields. The first is labeled "Username:" and the second is labeled "Password:". Each field has a small grey icon on its right side. Below the password field is a button with a green and blue icon and the text "Sign On".

Retrieving 835 Files

1. From the Web connection: <https://ftp02.magellanhealth.com/>, click the **Go To Folder** drop-down on the right side of the screen.



2. Select **Outgoing**.
3. Select **Download** next to the files you wish to retrieve.

Name	Created	Size/Contents	Creator	Actions
Parent Folder				
R1578656814_S35_test.zip	5/1/2012	1 KB	ftpadmin	Delete - Download

4. When prompted, select **Save** and save the files to the desired location on your system.
5. Proceed with normal unzipping and processing through the 835 translators.

Note: You may continue to utilize FTP Host connections to retrieve files using the following information:

- SSH Connection Host: ftp02.magellanhealth.com with Port ID 22
- FTP/SSL Connection Host: ftp02.magellanhealth.com with Port ID 21. If you need to set the firewall, the range is **35000-38000**.

Contact Information

If you have issues downloading files or need a password reset, please contact:

- EDI Helpdesk Phone: 1(800) 924-6741
- Email: EDIVMAP@magellanhealth.com