

# BLUE CROSS BLUE SHIELD OF NEW YORK - EMPIRE (00803) ERA PRE-ENROLLMENT INSTRUCTIONS



## WHICH FORM(S) SHOULD I DO?

- [E-Solutions ERA \(835\) Registration Form](#)
  - Preferences
    - Method of Retrieval: Clearinghouse (Secure FTP) 03
  - Clearinghouse Information
    - Clearinghouse Name: Office Ally
    - Clearinghouse Contact Name: Customer Service
    - Telephone Number: (360) 975-7000 Option 1
    - Email Address: [support@officeally.com](mailto:support@officeally.com)
  
- [CAQH Online Enrollment](#)
  - Required for those enrolling for **ERA & EFT** or **EFT only**.
  - Clearinghouse Information
    - Clearinghouse Name: Office Ally
    - Clearinghouse Submitter ID: NY03107C
  - Visit [http://www.caqh.org/eft\\_enrollment.php](http://www.caqh.org/eft_enrollment.php) for additional CAQH information.

## WHAT IS THE TURNAROUND TIME FOR ERA ENROLLMENT?

- ERA enrollment requests can take approximately 15-30 days to process.