

WHICH FORMS SHOULD I COMPLETE?

- [Electronic Remittance Advice \(835\) Enrollment Form](#)
 - o Method of Retrieval: Clearinghouse Only
 - Clearinghouse Name: Office Ally
 - Clearinghouse Contact Name: EDI Enrollment Department
 - Telephone: 360-975-7000
 - Email Address: payerenrollment@officeally.com
 - o Submission Information:
 - If you have never received an electronic remittance file before, choose New Enrollment.
 - If you were previously receiving electronic remittance through another clearinghouse, select Change Enrollment.

WHERE SHOULD I SEND THE FORM(S)?

- Enrollment is submitted online.

WHAT IS THE TURNAROUND TIME?

- Standard Processing Time is 2-5 business days.

HOW DO I CHECK STATUS?

- The payer should email you back with the status of your enrollment within the allotted turnaround timeframe.