

**WHICH FORMS SHOULD I COMPLETE?**

- Complete the online ERA Enrollment via this link:
  - o [South Country Health Alliance ERA Authorization Agreement](#)
- ERA Clearinghouse Information:
  - o Clearinghouse Name: **Office Ally**
  - o Clearinghouse Contact Name: **Cara Trahey**
  - o Contact Person Telephone Number: **360-975-7000**
  - o Email Address: [payerenrollment@officeally.com](mailto:payerenrollment@officeally.com)
- Submission Information:
  - o If you have never previously received electronic remittance files, select **New Enrollment**.
  - o If you were previously receiving ERA files from another clearinghouse, select **Change Enrollment**.

**WHERE SHOULD I SEND THE FORM(S)?**

- Enrollment is completed online.

**WHAT IS THE TURNAROUND TIME?**

- Standard Processing Time can take up to 14 business days.

**HOW DO I CHECK STATUS?**

- If you have not received a remittance file within 30 business days, please email [apclaims@primewest.org](mailto:apclaims@primewest.org) to check the status of the ERA enrollment linking to Office Ally.