WHICH FORMS SHOULD I COMPLETE?

- Providers can complete the EDI Express Enrollment online by clicking here.

  - o Select that you are a healthcare provider
  - o Select the EDI transaction: 5010 837 Professional Claim Inbound (CMS 1500)
  - o Enter Office Ally's Trading Partner ID **98366** and click Validate
  - o Select KANSAS J5 B
  - o Review the Mock Agreement
  - o Complete the contact information
  - o Enter the following information for Clearinghouse Information:
    - ▪ Name: Office Ally
    - ▪ First Name: Enrollment
    - ▪ Last Name: Department
    - ▪ Contact Title: Payer Enrollment Management
    - ▪ Phone Number: (360) 975-7000
    - ▪ Email: payerenrollment@officeally.com
  - o Enter your Business Information
    - ▪ Use a **valid physical address** for the business
    - ▪ Enter the provider identifying information (Tax ID/NPI/PTAN)
    - ▪ Click **Complete & Submit** to sign the agreement

WHAT IS THE TURNAROUND TIME?

- You will receive an email with confirmation of your enrollment within 30-45 minutes.

HOW DO I CHECK STATUS?

Once you receive confirmation that you've been linked to Office Ally, you may begin submitting your claims electronically.