



How to register with Office Ally

February 2025



Office Ally

Access Our All-payer Clearinghouse

Send and receive realtime and batch transactions with a nationwide network of payers. We work with companies of all sizes from start-ups to the Fortune 100, including providers, payers and healthcare service providers.

Simplify Healthcare Payments

Service Center — your Claim Copilot™ — is a portal powered by our all-payer Clearinghouse that allows you to find and verify patient insurance eligibility, create and submit claims and receive remittance advice electronically.

Maximize Your Reimbursement

Insurance Discovery helps organizations of all sizes identify billions of missed reimbursement by finding active billable insurance for patients with missing or incorrect insurance information.

Automate Your Practice

Practice Mate and **EHR 24/7** combine to streamline critical tasks like scheduling, clinical documentation, orders and electronic prescribing.



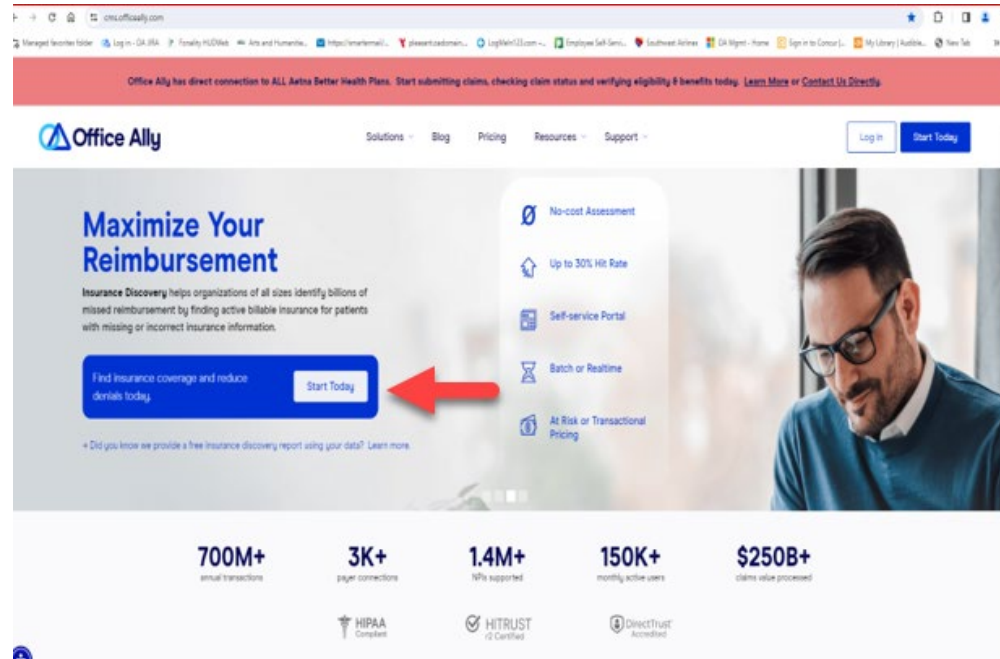
<https://cms.officeally.com>

Office Ally Provider Registration

Let's get Started! Please follow these steps to register with Office Ally.

STEPS:

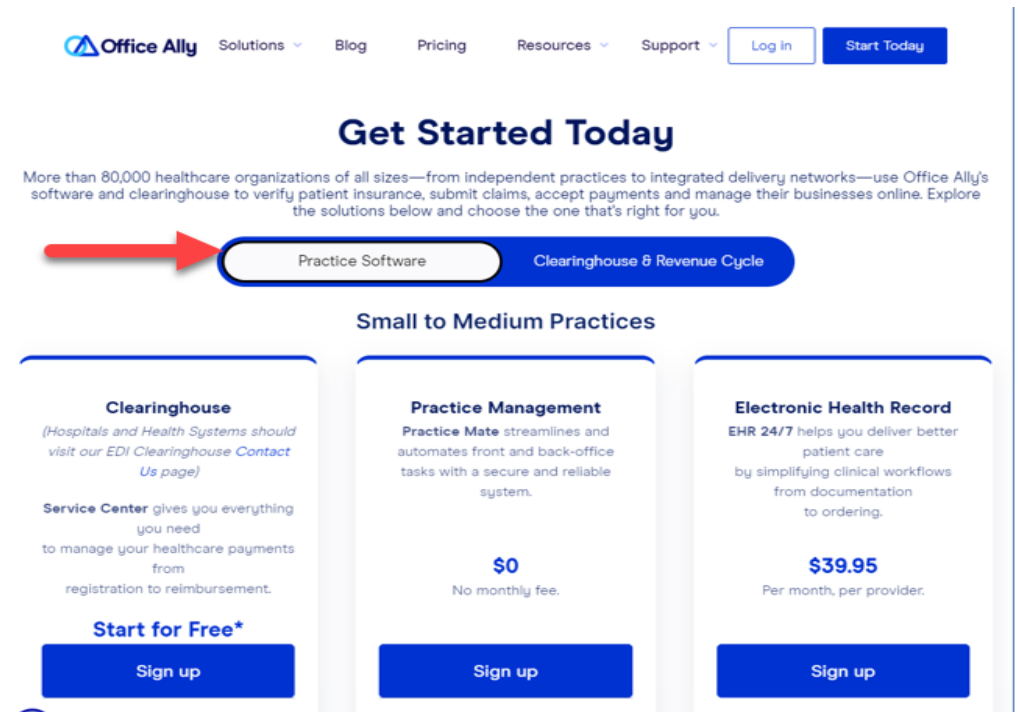
1. Open Office Ally Site <https://cms.officeally.com>
2. Click on **“Start Today”**



STEPS:

3. Select either **“Practice Software”** or **“Clearinghouse & Revenue Cycle”**

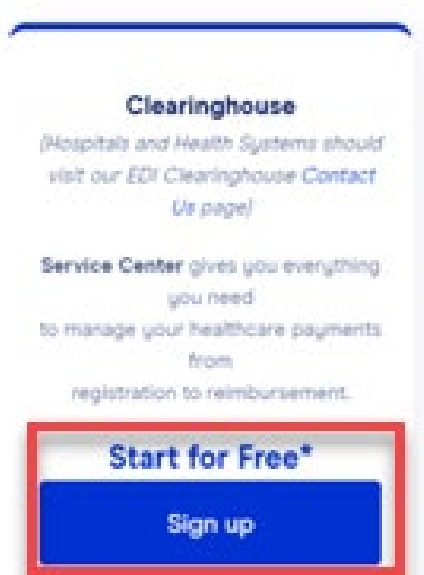
Note: Both options allow registration to the Clearinghouse



Office Ally Provider Registration

STEPS:

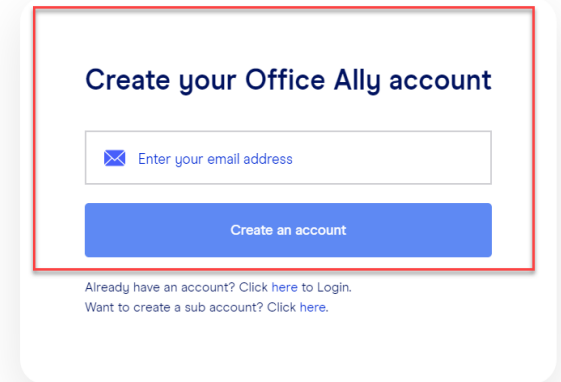
4. Select “**Sign Up**” within the Clearinghouse tab



STEPS:

5. Enter the email address you wish to use to create your account with Office Ally and Select “**Create an Account**”

- ✓ Instant access to verify eligibility and submit claims for reimbursement
- ✓ Fully integrated suite of solutions for practice management, clinical workflows, and revenue optimization
- ✓ Expert support always by your side every step of the way

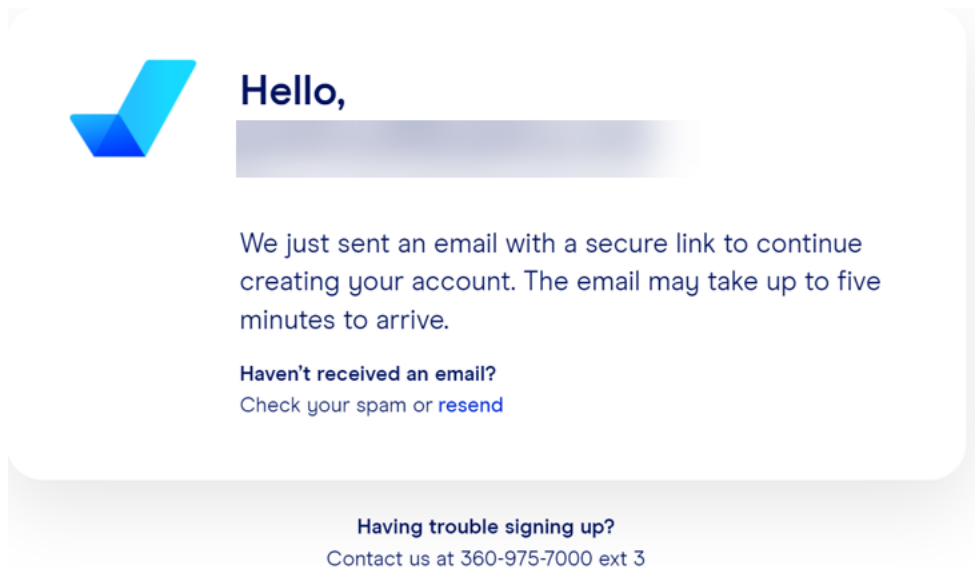


Note: you will receive an immediate confirmation

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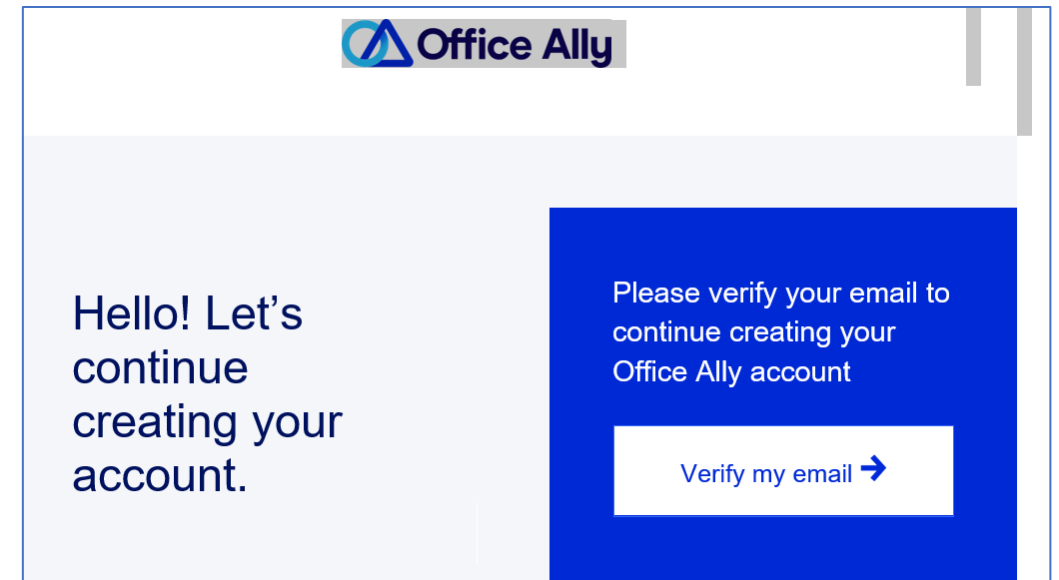
STEPS:

6. Wait for your welcome confirmation



STEPS:

7. Check your email! Within minutes you will receive a notification that an email was sent with your log on. Click “**Verify my email**”



Office Ally Provider Registration

STEPS:

8. Your account has now been set up and ready to use. Create your profile by entering in your practice information and establishing a username and password and clicking **“Continue”**

The screenshot shows a registration form with two main sections: 'Set username' and 'Set password'. The 'Set username' section has a text input field labeled 'Enter a username'. The 'Set password' section has two text input fields: 'Set password' and 'Confirm password', both with masked characters. There are eye icons to toggle password visibility. A red box highlights the entire registration area, and a red arrow points to a 'Continue' button with a right-pointing arrow.

STEPS:

9. Continue completing the profile details

The screenshot shows a 'Mailing Address' section with several input fields. At the top is a 'Company phone number' field. Below it are fields for 'Street address', 'Street address line 2', 'City', 'State' (a dropdown menu), and 'Zip code'.

Office Ally Provider Registration

STEPS:

10. Select the healthcare entity type that best represents your practice

What type of healthcare entity do you represent?

Please select type of healthcare entity ▲

- Small to Medium Offices (1- 25 Practitioners)
- Large Office (26+ Practitioners)
- Health System / Hospital
- Billing company
- Payer / Independent Physician Associations (IPAs)

Having trouble signing up?
Contact us at 360-975-7000 ext 3

STEPS:

11. Process Complete

RESOURCES:

[Clearinghouse, Practice Management, Claims, Eligibility, EHR](#)

For additional support please contact:

- Office Ally at 360-975-7000 extension 3

