

# **ERA/EFT – Online Registration**

#### 1. Direct Provider to Online Registration Site via Phone or Email

#### <u>www.instamed.com/eraeft</u>

• Address any questions the provider may have about our system. We can explain the levels of protection we have in place to preserve the provider's personal and business information.

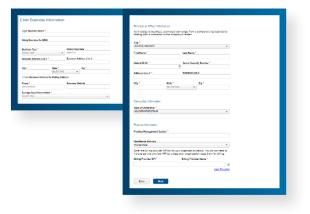
#### 2. Enter Email and Tax ID to Begin

- The InstaMed Network Development Representative (NDR) will explain what information the provider needs to have ready before getting started.
- This information includes: NPI, TIN and bank account

nstaMed Healthcare Payments Accou	nt
Register for your InstaMed Healthcare Payments Account and get paid! Email *	PAYER PAYMENTS - ERA/EFT Only Payments Payments Payments Payments
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#### 3. Enter Business Information

- The NDR will help guide providers through general questions they have throughout the online registration process.
- The most frequently received questions in this section are about the Remittance Delivery, and Practice Management System fields.





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### 4. Bank Account Information and Contact Section

- The NDR can explain the penny test deposit used to verify the provider's bank account information.
- The provider will also create their login credentials for entering the Provider Portal in the future.

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Back Next				

#### 5. Terms & Conditions – Completion

- If the provider has any active virtual cards they want to convert to EFT, they can select "Yes" here.
- The provider can download and print our Terms and Conditions.
- Completion will lead to a "Congratulations" page. The NDR will explain that someone from our Contracting department will reach out in 2-4 business days to verify their information and finish the enrollment.

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