

UMPQUA HEALTH ALLIANCE Provider Portal Sign-Up Guide



Follow this step-by-step instructions to sign-up for the provider portal. After submitting your request, check your email; including your SPAM folder as you must verify your email address, or your request will not be received. Once approved, you will be granted access within one to seven business days.

1. To sign-up for the provider portal, visit: help.ayin.com



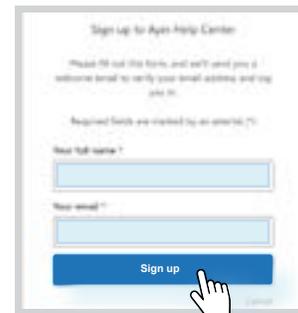
2. Select “Sign in” in the top right corner.



3. In the new window, in the bottom left corner, select “Sign up.”



4. Sign up to Ayin Help Center using your full name and email address.



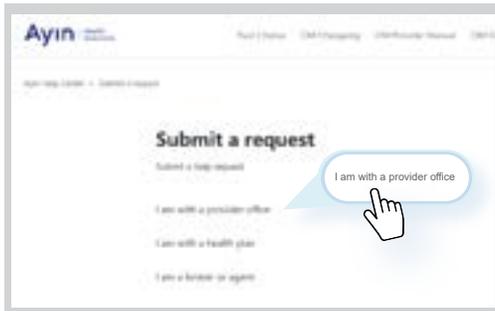
5. After signing up, sign into the Help Center and select “Submit a request” in the top menu.



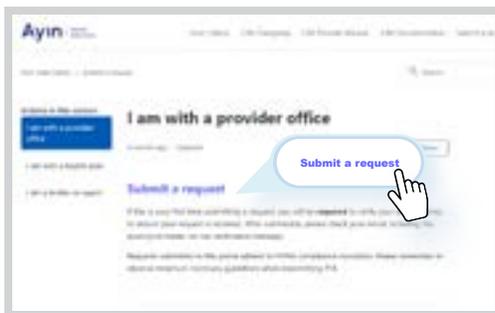
Need Help?

AYIN Health Solutions
Phone: 503-584-2169 Opt 2
Email: support@ayin.com
Website: www.ayin.com

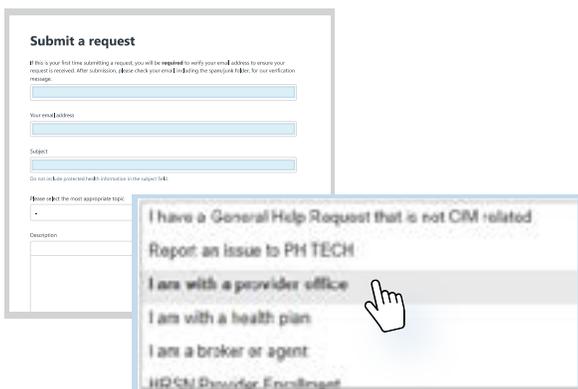
6. Submit a ticket directly to Ayin for access by selecting, "I am with a provider office."



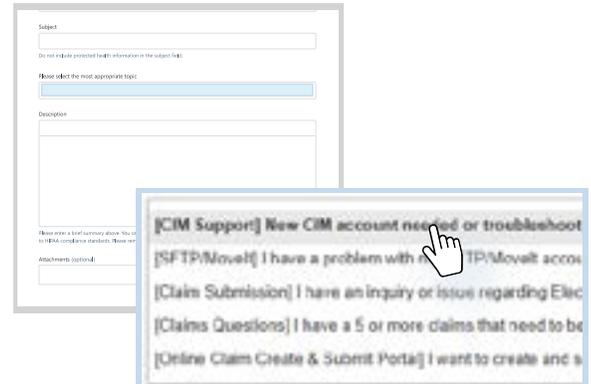
7. Then select "Submit a Request."



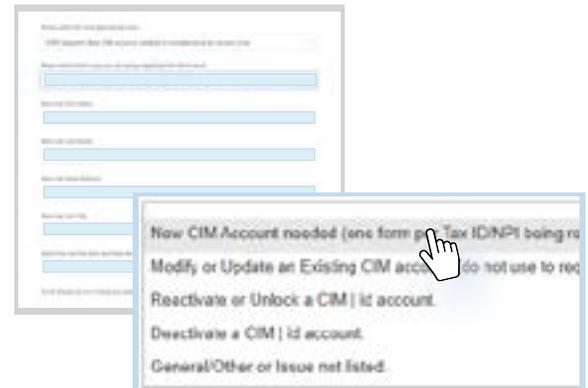
8. From the drop-down options, select "I am with a provider office" then, complete the required fields.



9. In the most most appropriate topic field, choose "[CIM support] New CIM account access or troubleshoot an access issue."



10. In the issue selection field, choose "New CIM account needed."



11. Fill out the rest of the form, ensuring all required (*) fields are completed.

