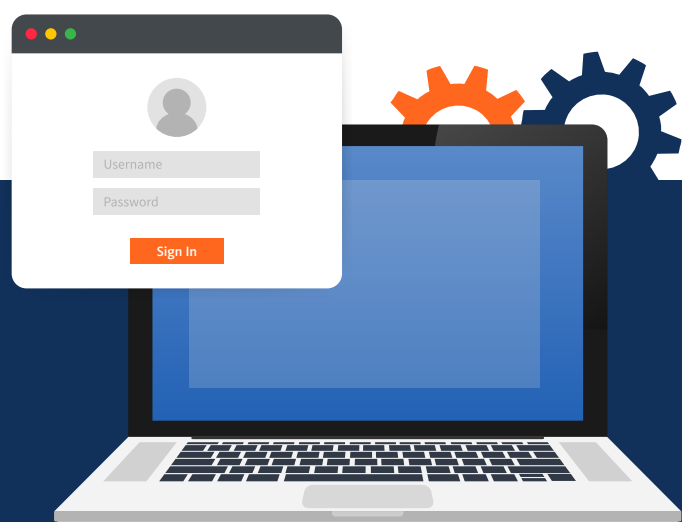# Ready to Register with Availity Essentials?
Follow these Six Simple Steps

Not sure how to register an organization with Availity Essentials ? Availity requires each user to have his/her own unique user account to work with participating payers. Here's some guidance to get you on your way.

Step 1: Create a User Account

If you are new to Essentials and want to register a new Provider or Billing Services Organization, go to **Availity.com** to first create a user account. Click either Providers or Billing Services.

Providers
PROVIDERS

Billing Services
BILLING SERVICES

Step 2: Input Your information

A First Name
B Last Name
C E-mail Address
D User ID and Password
E U.S. State or Territory You Serve

Step 3: Choose Three Security Questions.

-- Choose a secret question to add greater security --

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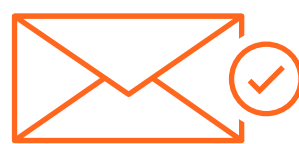## Step 4: Verify and Submit Your Information

A First Name
B Last Name
C E-mail Address
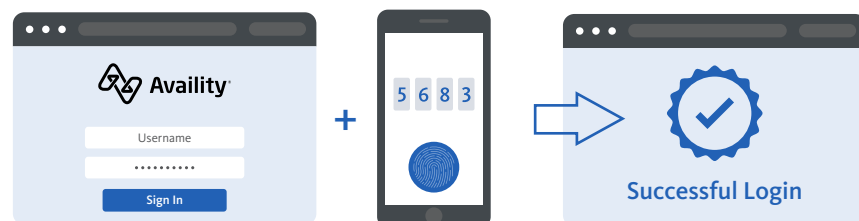Submit

Step 5: Email Confirmation

Go to your inbox and confirm your email address within 24 hours.

Confirm Email

Step 6: Multi-Factor Authentication

Log in to Essentials where you will receive a prompt to enroll in 2-step authentication.

Availity
Username
Sign In

+

5 6 8 3

Successful Login

Once you complete 2-step, you will land on the Essentials home page where you'll receive a notification with instructions on registering your organization.

Your user registration with Availity is now complete. We are excited to have you on board!

Availity®

Where healthcare **connects.**