GETTING STARTED AS A PRACTICE OWNER

If you are a practice owner, follow these simple steps to enroll you and your practice in AOA MORE and also to authorize participation of your associate doctors.

1. Visit [aoa.org/MORE](http://aoa.org/MORE) and select the blue ENROLL button.
2. Login with your AOA member credentials, using zeros at the start of your AOA number to total 8 digits. (If you have problems with the login, please select the red HELP DESK button and submit a help ticket.
3. Proceed through the form by validating the information that is presented on each page. Confirm your email address and contact information.
   a. E-mail is the primary method of communication, so this step is very important!
4. If you have multiple practices, select one and proceed. Practices must be enrolled individually.
5. Sign the Business Associate Agreement to allow your practice data to flow into the registry.
6. Select your EHR system. If you do not see your EHR system listed, please submit a HELP DESK ticket with a request to have it added. If you do not use an EHR, you can still enroll in AOA MORE to take advantage of Improvement Activities for MIPS points. Select “Do Not Use EHR” from the drop down list and continue.
7. Authorize your employees to enroll in AOA MORE. By clicking on an associate ODs name, you will trigger an email invitation that includes a verification code to be used during their individual enrollment. **IMPORTANT: Your authorization does NOT enroll the doctor – they must still complete the individual enrollment steps.**
   a. If you do not see an employed OD listed, you can add them by following the steps described on the page. If you are unable to add the associate doctor, please submit a HELP DESK ticket.
8. Complete your enrollment by clicking “Enroll This Practice” at the bottom of the page.
9. Repeat the steps if you have multiple practices.
10. Upon completion, you will receive an email confirmation of each enrollment. Retain this email for documentation purposes.