

Get Started with SimboVara: Step by Step Registration

SimboVara introduction

SimboVara is an AI front office copilot for healthcare. It helps automate phone calls and front desk workflows so that your team can respond faster with fewer manual steps. You can start at

<https://vara.simboconnect.com>

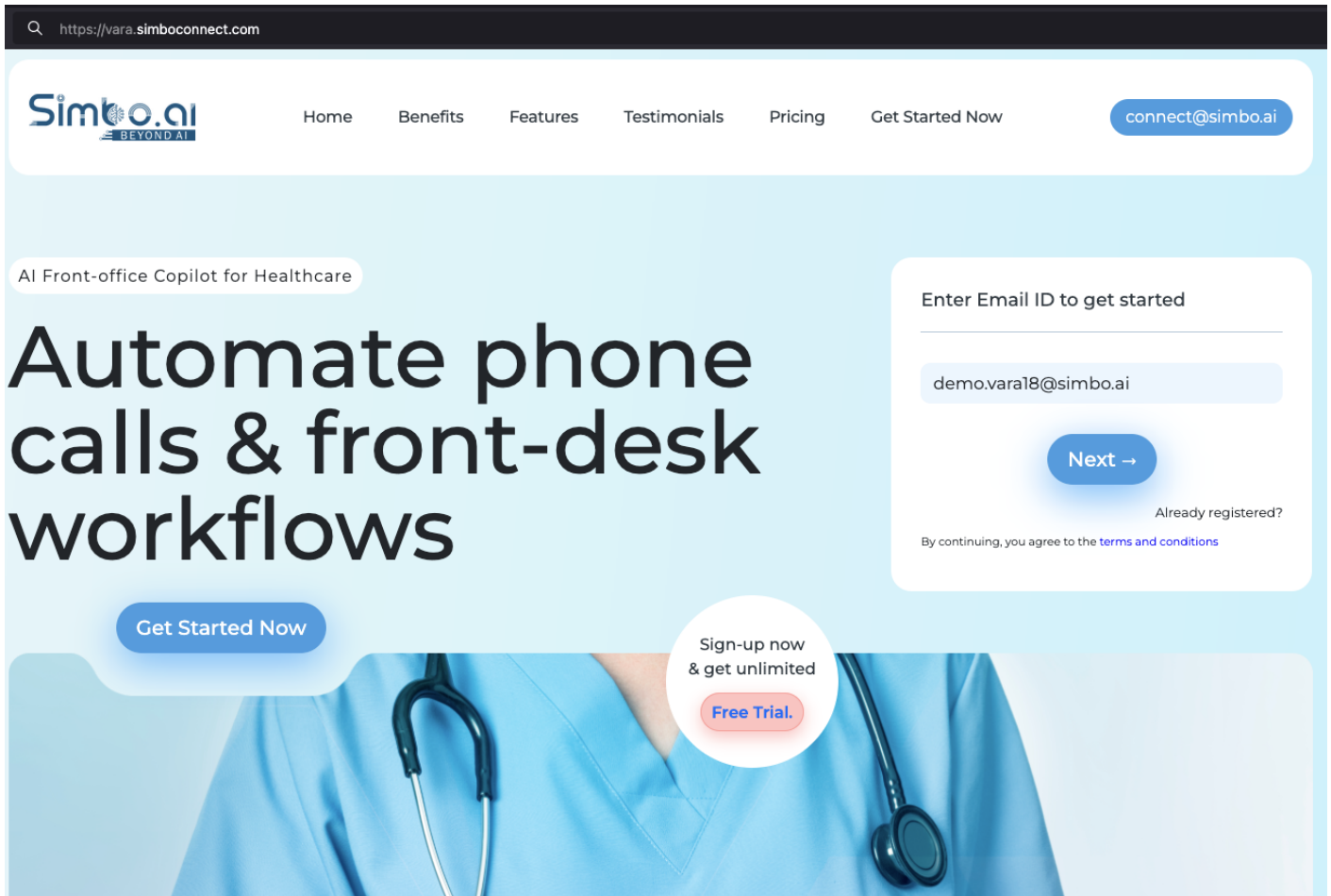
What you will need

- Work email address
- Admin first name and last name
- Practice phone number
- Practice address, city, state, and zip code
- Time zone for the practice
- Credit or debit card for subscription

Step 1. Start registration

1. Go to https://vara.simboconnect.com/#get_started_now
2. Enter your work email in the “Enter Email ID to get started” field on the top right corner.
3. Press **Next**.

See the Snapshot below:



Step 2. Create your account

1. Enter first name, last name, zip code, phone number (xxx-xxx-xxxx), and email.
2. The phone number specified preferably be a cell phone which helps sending some critical alerts, if required.
3. Create a strong password that meets the rules shown.
4. This person becomes the practice administrator. So, please specify the right person details.
5. Press **Register**.

See the snapshot below:

<https://vara.simboconnect.com>

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AI Front-office Copilot for Healthcare

Automate phone calls & front-desk workflows

Get Started Now

Sign-up now & get unlimited
[Free Trial.](#)

Revolutionize your medical practice or hospital with an AI Front-office Copilot

Create your account

Password (Minimum length 8, mix of upper and lower case alphabets, atleast one special character and a digit)

Register →

Step 3. Choose a plan

1. Review the plan cards.
2. Pick the plan that matches your team size and call volume.
3. Press **Subscribe** on that plan.

See the snapshot below:

https://vara.simboconnect.com/plan.html

demo.vara18@simbo.ai

SimboVARA Copilot Plans

Logout

Practice Starter

~~\$299~~ **\$198** / month

- Business Teams - 5 Users
- 1 Dedicated VoIP Phone Number
- Includes 1000 Calls per Month
- Unlimited Inbound Minutes & 500 Outbound Minutes
- Smart Customizable Workflows
- Multi-lingual English & Spanish
- Admin Dashboard with Analytics
- Access to Mobile App (iOS, Android)

Subscribe

Practice Plus

~~\$699~~ **\$488.0** / month

- Business Teams - 10 Users
- 1 Dedicated VoIP Phone Number
- Includes 2500 Calls per Month
- Unlimited Inbound Minutes & 1250 Outbound Minutes
- Multi-lingual English & Spanish
- Smart Customizable Workflows
- Admin Dashboard with Analytics
- Access to Mobile App (iOS, Android)

Subscribe

Practice Premium

~~\$1349~~ **\$988** / month

- Business Teams - 15 Users
- 1 Dedicated VoIP Phone Number
- Includes 5000 Calls per Month
- Unlimited Inbound Minutes & 2500 Outbound Minutes
- Multi-lingual English & Spanish
- Live SMS Text Chat with Patients
- Smart Customizable Workflows
- Admin Dashboard with Analytics
- Access to Mobile App (iOS, Android)

Subscribe

Enterprise

Contact Sales

- Builds for Enterprise Teams
- Customized Answering Service Workflows
- Advanced Gen AI Powered Workflows
- PII Verification of Patient during Call
- Higher Accuracy with Double Transcription
- Customized Controls Dashboard
- Premium Support

Book Meeting →

Step 4. Enter payment details

1. On the secure checkout page, confirm the plan and monthly subscription price.
2. If you have a promotion code, select **Add promotion code**.
3. Enter your email if requested.
4. Choose payment method and complete the subscription.

See the snapshot below:



Subscribe to SimboVara - Practice Starter

\$198.00 per month

SimboVara - Practice Starter \$198.00
Billed monthly

Subtotal \$198.00

Add promotion code

Total due today \$198.00

amazon pay

Or

Email demo.vara18@simbo.ai

Payment method

☐ Card

☐ Cash App Pay

☐ Save my information for faster checkout
Pay securely at Simbo Inc and everywhere [Link](#) is accepted.

Subscribe

By subscribing, you authorize Simbo Inc to charge you according to the terms until you cancel.

Powered by [stripe](#) | [Terms](#) [Privacy](#)

Step 5. Enter practice details

1. Provide the organization name and front desk phone number.
2. Front-desk number is used to transfer phone calls. You can always edit in the workflows eventually if you dont want calls to get transferred.
3. Add the website URL if available. This website URL will be memorized by the Copilot to answer patient question. Skip it in case you do not want Copilot. You can modify this later as well. Memorization takes 2 to 10 minutes.
4. Enter full address, city, state, zip code, and time zone.
5. Press **Next**.

See the snapshot below:

Confirm the Practice or Organization details.

Following information will be used to update the organization address and procure a VoIP number.

Organization Name *

Ideal Health Center

Front-desk Phone (Copilot will transfer on this if required)*

617-33-2617

Website (Optional: Copilot will memorize it)

https://vara.simboconnect.com

Address Line 1 *

45 Prospect St

Address Line 2

Enter address

City *

Cambridge

Zip Code *

02139

State:

Massachusetts

Timezone:

Eastern Time (ET)

Next →

Step 6. Set practice working hours

1. Choose the open days for the practice.
2. Set default opening and closing times.
3. Choose the week days your office is open.
4. Add additional time slots for breaks or extended hours as needed. Use this only if the times are different from default times in #2 above.
5. Press **Next** to finish registration and initial setup.

See the snapshot below:

Specify working hours of the organization

Working days and timings:

Select the weekdays and provide the common opening and closing times and individual weekdays timing if any.

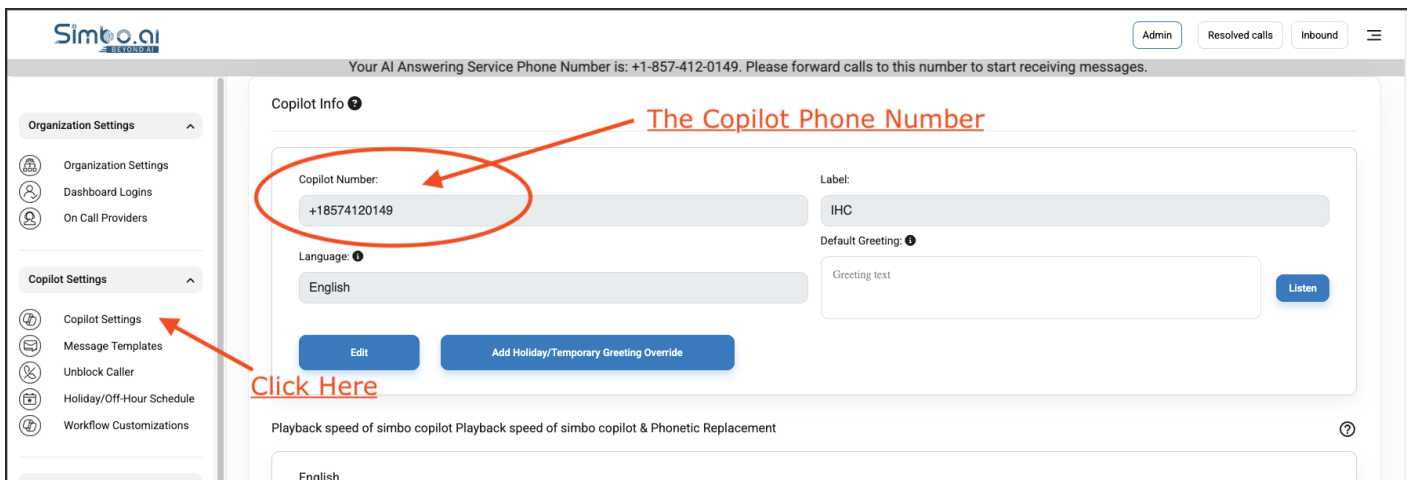
Default common timing:	Opening time:	08:00 AM	to closing time:	05:00 PM
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☒ Monday	Start Time:	--:-- --	End Time:	--:-- --	+ Add Time Slot
☒ Tuesday	Start Time:	--:-- --	End Time:	--:-- --	+ Add Time Slot
☒ Wednesday	Start Time:	08:00 AM	End Time:	11:00 AM	+ Add Time Slot
	Start Time:	01:00 PM	End Time:	04:30 PM	+ Add Time Slot
				- Remove	
☒ Thursday	Start Time:	--:-- --	End Time:	--:-- --	+ Add Time Slot
☒ Friday	Start Time:	--:-- --	End Time:	--:-- --	+ Add Time Slot
☒ Saturday	Start Time:	09:00 AM	End Time:	01:00 PM	+ Add Time Slot
☐ Sunday	Start Time:	--:-- --	End Time:	--:-- --	+ Add Time Slot

[Next →](#)

Step 7. Rolling out the AI Agent

- Go to Admin -> Copilot Settings and check the "Copilot Number" for the dedicated Copilot Phone Number for your practice.
- Forward your phone calls from your Phone System to this Copilot Phone Number and you are all set!
- Feel free to make some calls to the Copilot Phone Number to check out how it works.
- **But before you do that, ensure that you have setup your workflows properly! Details with links given below.**



On-boarding and workflow configurations

Please see the links below for details on how to configure your Copilot for best performance and your custom workflows. You can update those on your login and press the "Admin" on top-menu.

- You can checkout complete guide on this page:
<https://api1.simboconnect.com/helpb/books/simbovara-ai-phone-agent-for-medical-practices>
- Customize your workflows:
<https://api1.simboconnect.com/helpb/search?term=SimboVara+Workflow+Customizations>
- In case you turned on the after-hours on-call workflows, please setup on-call schedule here: <https://api1.simboconnect.com/helpb/search?term=on-call>
- Add new dashboard logins: <https://api1.simboconnect.com/helpb/books/simbovara-ai-phone-agent-for-medical-practices/page/add-a-new-dashboard-user-admin-panel>

What happens next

- Your subscription becomes active after payment.
- You can finish any remaining on-boarding steps above on your Admin Panel.
- Keep the admin login safe. You can add team members later from the admin area.

Need help

Email **connect-support@simbo.ai** from your work email and include your practice name.

Revision #5

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