

# How to Register and Provide Feedback

Network Health's provider portal was developed in collaboration with our provider partners. By using a collaborative approach, we have gathered, listened and incorporated provider feedback along the way to deliver a portal that is centered around **you**.

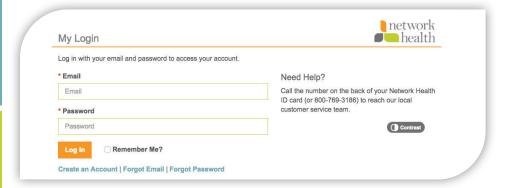




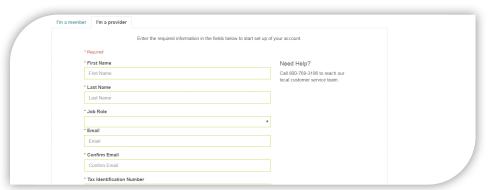
# **Network Health Provider Portal**

## **Step 1** / Register at <u>login.networkhealth.com</u>

Click Create an Account under the orange Log In button to create your new account.



- Select the I'm a Provider Tab at the top.
- Have your Tax Identification Number and Individual NPI Number handy.



### **Step 2** / Access confirmation email

Click Activate My Account in your confirmation email. Make sure to do this
within eight hours or your activation link will expire. If this happens, you will
need to call us at 800-769-3186 to send you a new activation email.

	Mon 5/21/2018 9:04 AM
0	Okta <noreply@okta.com></noreply@okta.com>
0	Activate Your Network Health Account
• Phalang	ge, Regina
If there are	problems with how this message is displayed, click here to view it in a web browser.
	*** Attention: This email is from an external source. Use caution responding, opening attachments or clicking on links. ***
Hi Regina,	*** Attention: This email is from an external source. Use caution responding, opening attachments or clicking on links. ***
Thanks for s	*** Attention: This email is from an external source. Use caution responding, opening attachments or clicking on links. ***  setting up your Network Health account. Your account is the gateway to secure information about your Network Health plan. In it, you'll find links that to you. You'll also find tools, tips and important information to help you enhance your life, health and wellness. You can send us secure messages, too
Thanks for s	setting up your Network Health account. Your account is the gateway to secure information about your Network Health plan. In it, you'll find links the





# **Step 3** / PIN letter for generic email addresses

- After you activate your account, you will be asked to verify the mailing address we have in our system to initiate a PIN number to be mailed to you.
- You will have immediate access to the portal dashboard.
   When you complete the registration process, you will have access to Patient, Claim, and Authorization information.
- Once you receive your PIN number in the mail, enter it to complete your registration and gain access to all areas within the portal.

# **Step 4** / Set up your password and security question. Log in with your email address and password.

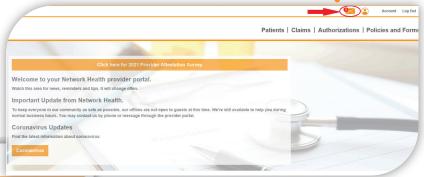
• Start exploring the portal.

### **Step 5** / Submit feedback

- · Click Patients, Claims or Authorizations.
- Once on the next page, an orange feedback button will appear on the bottom of the screen. Click it to write and submit your feedback about the portal.



 Do not submit personal health information for your patients (for patient-specific questions, use secure messaging found in the upper right corner – look for the envelope).



# Enter the required information in the fields below to finish set up of your account. \*Required \*Password Password Password must contain: \*\* 10.40 characters \*\* at least one upper case letter \*\* at least one special character \*\* at least one special character Password cannot contain: \*\* Intel, last or user name \*\* ConfirmPassword Confirm Password \*\*ConfirmPassword Confirm Password \*\*Cuestion \*\*Register Recurrence Register Recurrence Register

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Quick registration with your email address

Personalized dashboard and information for your patients

Ability to view claims and claims status for your patients

Access to explanation of payment (remits)

View your patients' benefits and plan information

View your patients' year-to-date costs

View your patients' authorizations

View provider forms and policies

Secure messaging with Network Health

Contact information for our local Member Experience team

FAQ

Ability to submit portal feedback

Ability to add additional Tax IDs under My Profile

Access to submit electronic authorizations

Access to the Claim Dispute form

Access to the EDI Claim Rejection Report



HMO plans underwritten by Network Health Plan. POS plans underwritten by Network Health Insurance Corporation or Network Health Insurance Corporation and Network Health Plan. Self-insured plans administered by Network Health Administrative Services, LLC.

1639-02d-0721