Accessing your Enhanced Personal Health Care Reports

Sharing meaningful and actionable information is a core component of our Enhanced Personal Health Care program. As a participating provider, you will have access to a wealth of reporting about the patient population you are responsible for managing.

Using the Availity Portal and our web-based reporting application, you will be able to access regularly updated reports designed to help you identify patients who will benefit most from clinical intervention, care coordination and care planning.

How to get started

If your organization is not currently registered for the Availity Portal, go to **www.availity.com** and select **Register** to complete the online application.

If you need help accessing reports, please contact your market representative.

If you need further assistance with Availity, please contact Availity Client Services at 1-800-282-4548.

Your Administrator will need to take the following steps to assign access to Provider Online Reporting:

1. Assign the user role of Provider Online Reporting to your Availity access.

2. Select **Payer Spaces** in the navigation bar and then choose the payer tile that corresponds to the market.

3. Accept the User Agreement (once every 365 days).

4. On the *Applications* tab, select **Provider Online Reporting**.

5. Choose the organization and select **Submit**.

6. In the Provider Online Reporting application, register the tax ID by selecting **Register/Maintain Organization**.

7. Last, register users to the program by selecting **Register Users** and completing the required fields.

Access Enhanced Personal Health Care reports:

1. After logging in to Availity, select **Payer Spaces** in the navigation bar and then choose the payer tile that corresponds to the market.

2. Accept the User Agreement (once every 365 days).

3. On the *Applications* tab, select **Provider Online Reporting**.

4. Choose the organization and select **Submit**.

5. Select **Report Search**, choose **Enhanced Personal Health Care** and then launch your program's reporting application.