

## Provider Web Services Access Request

Please complete the Provider Web Services Access Request form and fax it to **855-659-7966** or to your account executive.

PCPs can request PWS viewing access and access to submit authorization requests. Ancillary providers and specialists can only request PWS viewing access. Please note: After 90 days of inactivity (meaning you don't access your PWS Portal account), your account will be disabled.

Requestor: Name Title: Date:

### User information

Request type:    New user        Reactivate user        Deactivate user        Update user information

Last name: First name:

**Note:** You must request one ID per user. Please include each user's last name and first name. DO NOT use "Referral Coordinator" as a first name or last name. Each user must be connected to a participating group/vendor.

For existing users: Login ID

### Group information

Group/Vendor Tax ID No.: Group NPI No.:

Group name:

Address Line 1:

Address Line 2:

City: State: ZIP code:

Phone: Fax:

Email address:

Provider information	Provider ID No.	Provider name
Add    Remove		
Add    Remove		
Add    Remove		
Add    Remove		
Add    Remove		
Add    Remove		
Add    Remove		

Allow PWS viewing access (PCP/Ancillary/Specialists)        Can submit authorization requests (PCP only)

\*\*\*\*\* CarePlus associate to complete the below only \*\*\*\*\*

Sent by (AE): Date:

Login ID: Password:

Completed by: Date: