

## New digital provider enrollment tool added to Availity for Nevada

Anthem Blue Cross and Blue Shield Healthcare Solutions (Anthem) added new functionality to the Nevada provider enrollment tool hosted on the Availity Portal\* to further automate and improve your online enrollment experience.

### Who can use this new tool?

Professional providers whose organizations do not have a credentialing delegation agreement with Anthem may use this new tool.

**Note:** Providers who have delegated agreements will continue to use the process in place.

### What does the tool provide?

- The ability to:
  - Add new providers to an already existing group
  - Apply and request a contract; after review, a contract can be sent back to you digitally for an electronic signature; this eliminates the need for paper applications or paper contracts
  - Enroll a new group of providers
  - Add a provider to an already existing group
- A dashboard for real time status on the submitted applications
- Streamlined, complete data submission

### How does the online enrollment application work?

The system automatically accesses CAQH®\* to pull in all updated information you've already included in your CAQH application. The CAQH information automatically populates the information Anthem needs to complete the enrollment process, including credentialing and loading your new provider to our database. Please ensure that your provider information on CAQH is updated and is in a complete or re-attested status.

The Availity online application will guide you throughout the enrollment process, providing status updates using a dashboard. As a result, you will know where each provider is in the process without having to call or email for a status.

**Note:** For any changes to your practice profile and demographics, continue to use the new online provider maintenance form that allows you to electronically submit to Anthem any changes to your practice profile and demographics. Availity administrators and assistant administrators can access the form via Availity > Payer Spaces > Resources.

### How can I access the provider enrollment application?

Log on to the Availity Portal and select Payer Spaces > Anthem Blue Cross and Blue Shield Healthcare Solutions > Applications > Provider Enrollment to begin the enrollment process.

\* Availity, LLC and CAQH are independent companies providing administrative support services on behalf of Anthem Blue Cross and Blue Shield Healthcare Solutions.

If your organization is not currently registered for the Availity Portal, the person in your organization designated as the Availity administrator should log onto Availity and select **Register**.

For organizations already using the Availity Portal, your organization's Availity administrator should go to *My Account Dashboard* from the Availity homepage to register new users and update or unlock accounts for existing users. Staff who need access to the provider enrollment tool need to be granted the role of provider enrollment.

Availity administrators and user administrators will automatically be granted access to provider enrollment.

If you are using Availity today and need access to provider enrollment, please work with your organization's administrator to update your Availity role. To determine who your administrator is, go to *My Account Dashboard > My Administrators*.

### **What if I need assistance?**

Contact Availity Client Services at **800-AVAILITY (800-282-4548)** for help with registering.

**Please note:** Going forward, emails to our shared email box to add new providers to an already existing group or requesting a contract will not be worked. All requests to add new providers to an already existing group or requesting a contract must be submitted through the Availity Portal.