## Chapter 7. Search Provider

The Nevada Medicaid and Nevada Check Up Provider Web Portal (formerly EVS) allows providers, or their delegates, the ability to search for active fee for service providers online through the unsecured and secured areas of the Provider Web Portal (PWP). The search results will show all providers that match the search criteria entered, and if the provider is an Ordering, Prescribing or Referring (OPR) Specialty 400 provider only.

### 7.1 Gaining access to Search Provider

To access the Search Provider page using the unsecured area of the PWP:

- 1. Open a web browser such as Internet Explorer or Firefox.
- 2. Enter www.medicaid.nv.gov in the address bar.
- 3. The Nevada Medicaid Provider website opens as shown below. Then click **PWP**. The submenu displays "User Manual" and "Provider Login (PWP)."



- 4. Click **Provider Login (PWP)**. The PWP Home page opens.
- 5. Click Search Providers.

# Login

\*User ID

\*Password

Forgot Password?

Log In

Forgot User ID? Register Now

#### **Web Announcements**

Web Announcement 1124 Testing web announcements

Web Announcement 1123

Online Provider Enrollment Summary Page Updated - Testing

Web Announcement 1122
Providers Invited to Complete Health Information Exchange Small Business Impact Questionnaire by April 22, 2016-2017

Web Announcement 1121 Attention Provider Type 12: Claims for CPT Codes with Age Restrictions Will Be

Web Announcement 1120

Attention Provider Types 24 and 77: Radiology Codes Billable Effective January 1, 2016

View More Web Announcements

#### **Featured Links**

Authorization Criteria

DHCFP Home

**EDI Information** 

**EVS User Manual** 

Search Providers

Self-Paced Training Vide

Trading Partner Enrollment

#### Broadcast Messages

Important Update: Multi-Factor Authentication coming soon! To enhance the security of our systems and protect your information, Nevada Medicaid is excited to announce the upcoming implementation of Multi-Factor Authentication (MFA) for all users. What is MFA? Multi-Factor Authentication is an additional layer of security used to verify your identity when accessing our systems.

#### What can you do in the Provider Portal

Through this secure and easy to use internet portal, healthcare providers can inquire on the status of their claims and payments, inquire on a patient's eligibility, process prior authorization requests and access Remittance Advices. In addition, healthcare providers can use this site for further access to contact information for services provided under the Nevada Medicaid program.



#### **Website Requirements**

Prior Authorization Quick Reference Guide [Review]

Provider Web Portal Quick Reference Guide [Review]

To access the Search Provider page using the secured area of the PWP:

- 1. Open a web browser such as Internet Explorer or Firefox.
- 2. Enter www.medicaid.nv.gov in the address bar.
- 3. The Nevada Medicaid Provider website opens as shown below. Then click **PWP**. The submenu displays "User Manual" and "Provider Login (PWP)."



- 4. Click Provider Login (PWP). The PWP Home page opens.
- 5. Log into the Provider Web Portal.
- 6. On the "My Home" page, under Resources click the **Search Providers** link to open the Search Providers page:



### 7.2 Search Provider

The following fields are displayed on the Search Provider page:

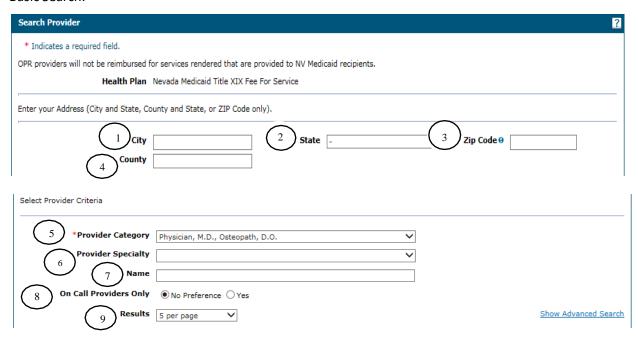
- 1. City
- 2. State
- 3. Zip Code
- 4. County
- 5. Provider Category
- 6. Provider Specialty
- 7. Name
- 8. On Call Providers Only (Only displays when accessing Search Provider after logging into the secure area of the PWP)
- 9. Results

#### Advanced Search Options displayed by clicking Show Advanced Search:

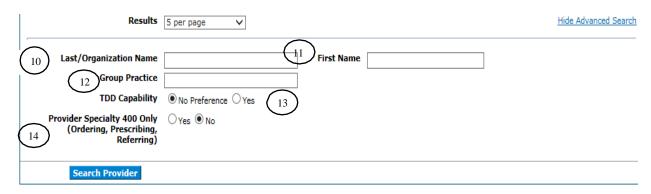
- 10. Last/Organization Name
- 11. First Name
- 12. Group Practice
- 13. TDD Capability
- 14. Provider Specialty 400 Only (Ordering, Prescribing, Referring)

The fields marked with a red \* are required fields.

#### Basic Search:

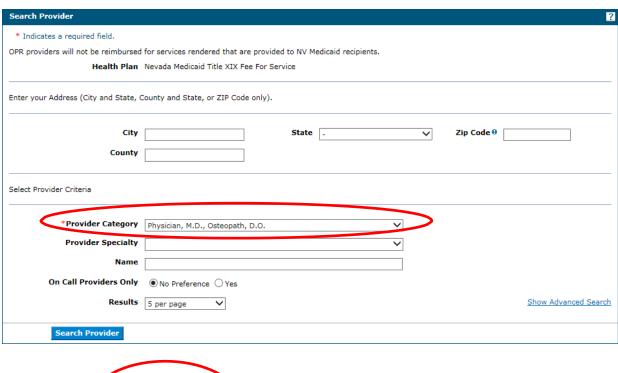


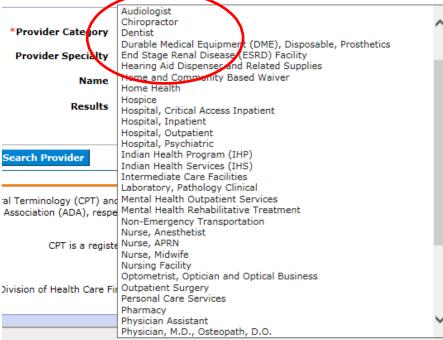
#### Advanced Search:



### 7.3 Searching for a Provider

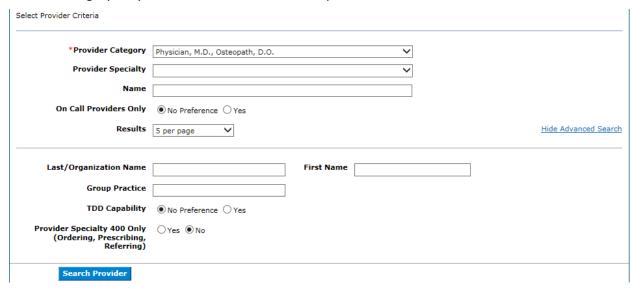
The default search criteria allows you to search for a provider using the "Provider Category" drop-down list. You can select the type of provider (physician, dentist, hospital, , pharmacy, Durable Medical Equipment (DME) etc.) from the drop-down list and click the **Search Provider** button.



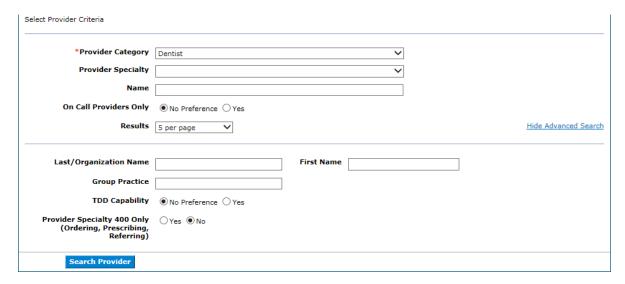


Additional search fields appear depending on your selection of provider category. Examples are shown below.

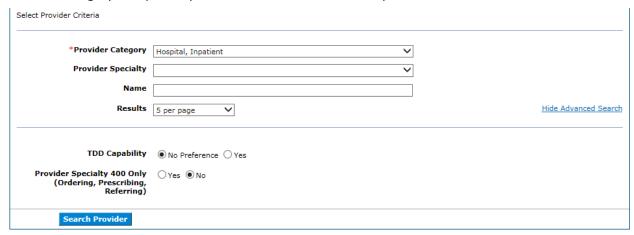
Provider Category "Physician" with Advanced Search options shown:



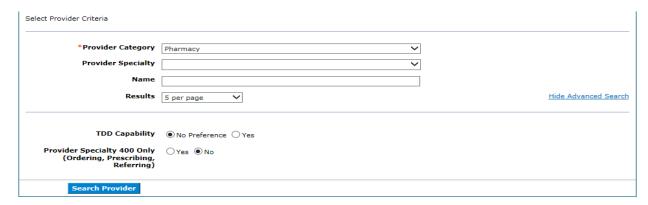
Provider Category "Dentist" with Advanced Search options shown:



### Provider Category "Hospital, Inpatient" with Advanced Search options shown:



### Provider Category "Pharmacy" with Advanced Search options shown:



### 7.4 Search Results

After all of the search criteria has been entered, click the **Search** button to display the search results. The search results will show a list of matching active providers and display the following:

- Provider
- NPI
- Address
- Phone
- Specialty
- OPR Indicator
- Search results paging at the bottom of the page will now show "Previous" and "Next".

Print this section

Search Results					· ·
Duplicate providers may appear in the results since a unique row is created for each provider type.					
<u>Provider</u> ▲	NPI/API	Address	Phone	Specialty	OPR Indicator
MEDICINE		, LAS VEGAS, Nevada,	(c)	NO SPECIALTY	No
ONCOLOGY		, LAS VEGAS, Nevada, 89106-	(c)	HEMATOLOGY	No
ONCOLOGY		HENDERSON, Nevada, 89074-7319	(b	RADIATION THERAPY	No
PEDIATRICS		, LAS VEGAS, Nevada, 89120-	(c)	PEDIATRICS	No
MEDICINE		, LAS VEGAS, Nevada, 89106-4107	6	FAMILY PRACTICE	No
					Previous Next

### 7.5 Print this Section

Click on the **Print this section** button to open a new window to print the search Results.



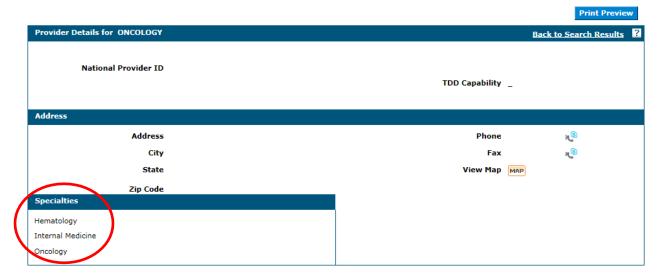
### 7.6 Mapping Icon

A map icon will display next to each address in the search results list. Clicking this icon will open a new browser window and will map the address using MapQuest<sup>®</sup>.



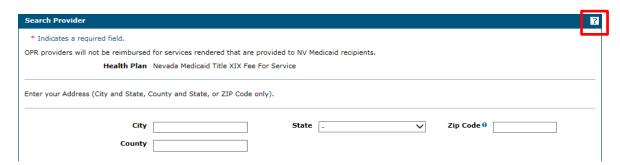
### 7.7 Displaying Provider Details

Clicking the **Provider Name** hyperlink in the search results will display the provider details and list all of the specialties.



### 7.8 Access Help page

Help information for this page can be accessed by clicking the "?" on the page.



### 7.9 Tips for Search Provider

- To help narrow your search results you should enter as much search criteria as possible.
- If you enter the City or County, then the State must be entered.
- If you enter State, then the City or County must be entered.
- If a State other than Nevada is selected from the drop-down list, then the County will be prepopulated with "Out of State" and will be read only.
- You can select the number of results to display per page.
- A message will appear if no providers meet your search criteria.
- Click Show Advanced Search to add additional criteria, such as TDD Capability (provider uses telecommunications device for the deaf) or Provider Specialty 400 only (Ordering, Prescribing, Referring), and click Search Provider.
- Click **Hide Advanced Search** to close the additional search criteria.