How to check status

Step 1: From Auth/Referrals tab drop down select “Inquiry”

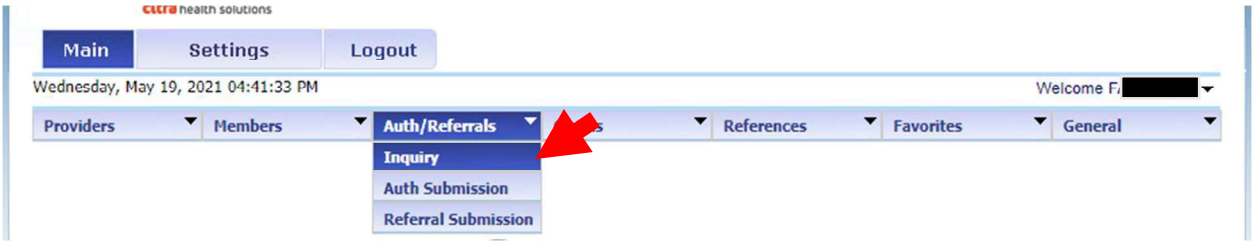
Step 2: Search for member

Step 3: Enter “Date of Birth” then click “Search”

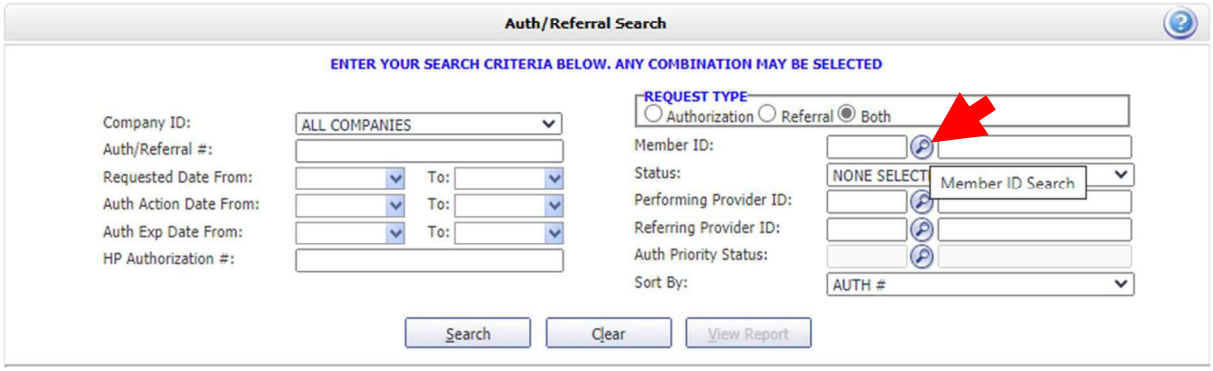
Step 4: Double click on the member name you want to select then click “Search”

Step 5: All authorization for that member will populate and you can click on auth number hyperlink to view your authorizations.

Step 1 From Auth/Referrals tab drop down select “Inquiry”

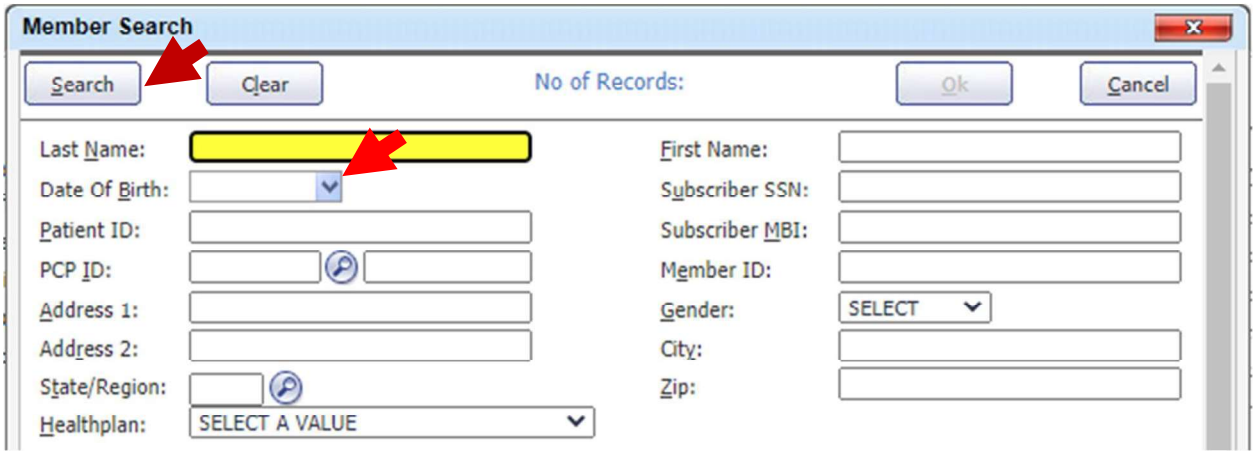


Step 2 Search for member by selecting the magnifying glass by “Member ID”

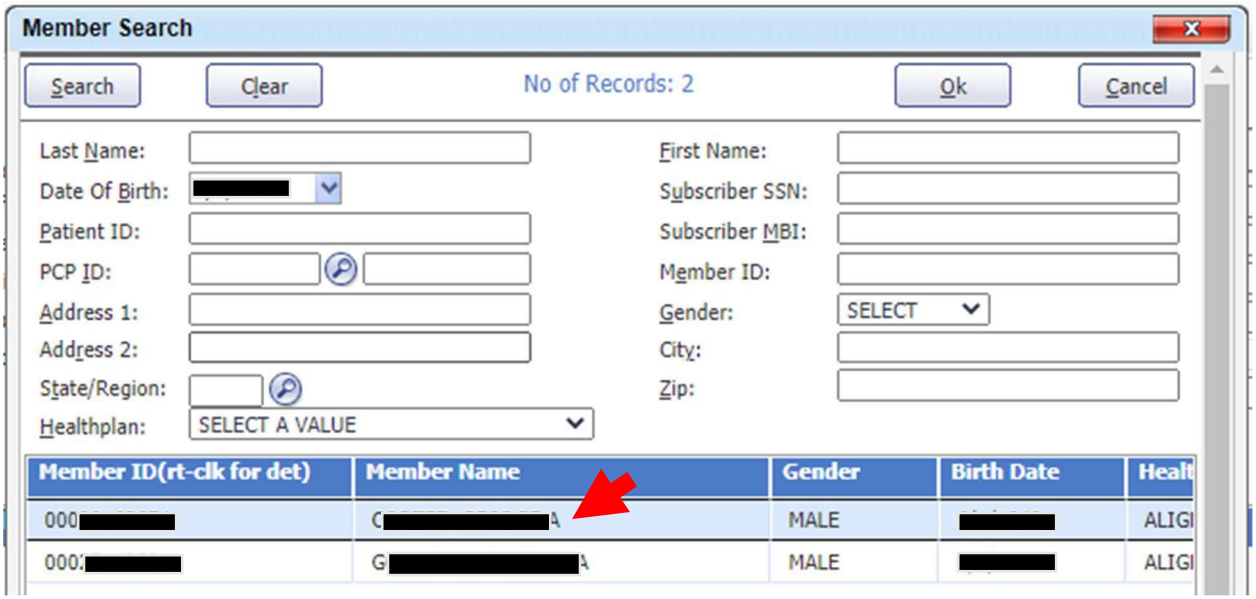


UPDATE: Type Last Name and Date of Birth

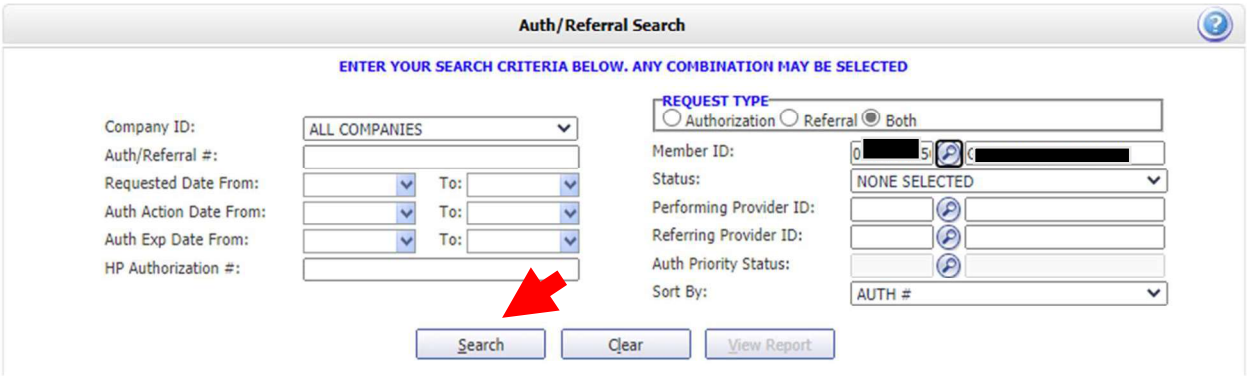
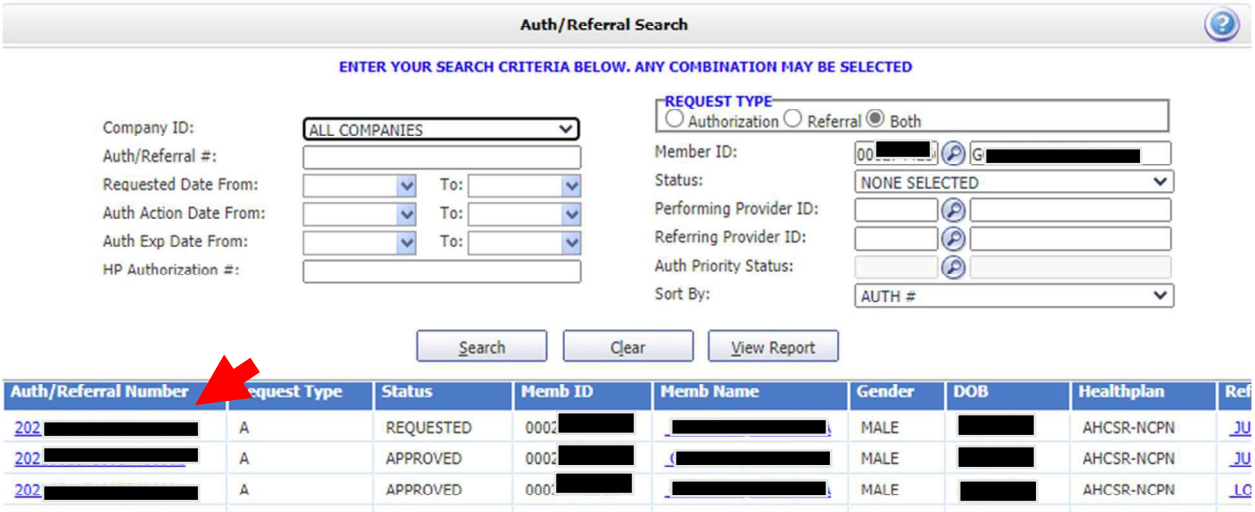
Step 3: Enter Members Date of Birth then click “Search”



Step 4: Double click on member name you want to select



Member ID and name will populate on next screen. Click “Search”



Step 5: All authorization for that member will populate and you can click on auth number hyperlink to view your authorizations.