



## Physicians Health Plan (PHP) is excited to announce the launch of the new MyPHP Provider Portal.

You will need to register for a new account, even if you previously had a MyPHP portal account. Your current login credentials will not work for the new portal, new credentials must be created.

## To register for the MyPHP Provider Portal:

The MA Provider Portal will be accessed through a link in the MyPHP Provider Portal. One-time validation will be required.



| Visit PHPMichigan.com/MyPHP and         |
|---|
| select MyPHP Provider Portal then       |
| select Register on the right hand side. |
| Designate one person in your office     |
| to register as the local admin, all     |
| other users will be added by the local  |
| admin after their registration has      |
| been confirmed.                         |

| Office Information        |                   |  |
|---------------------------|-------------------|--|
| Enter the name and addres | s of your office. |  |
| Organization Name *       |                   |  |
|                           |                   |  |
| Payment Check Number *    |                   |  |
|                           |                   |  |
| Payment Check Amount *    |                   |  |
| Address *                 |                   |  |
|                           |                   |  |
| City *                    |                   |  |
|                           |                   |  |
| State *                   |                   |  |
| Michigan                  | <u> </u>          |  |
| Zip Code *                |                   |  |
|                           |                   |  |
| Cancel Back Neat          |                   |  |

Enter your office information, using payment check information from the last 90 days to validate your office, ensuring you have filled all required fields before choosing **Next**.

| Physicians<br>Health Plan   | Contact Sup |
|---|-------------|
| User Information  |             |
| If you are an existing user of the Connect system please login. Click here to start your session. |             |
| First Name 1  |             |
|   |             |
| Middle Initial  |             |
|   |             |
| Last Name "   |             |
| Last Name "   |             |
|   |             |
| Tite  |             |
|   |             |
| E-Mail *  |             |
|   |             |
| Contine E-Mail *  |             |
|   |             |
| Office Phone '  |             |
|   |             |
|   |             |
| Extension #   |             |
|   |             |
|   |             |
|   |             |
|   |             |
|   |             |
|   |             |

Input all required information, including name, email, office phone, password, security questions and answers. You will be identified as a local admin, then click **Next**. **If you were not designated as the local admin, please do not continue with registration.** 

| Physician:<br>Health Pla | s<br>In   | Contact Support |
|--------------------------|-----------|-----------------|
|                          |           |                 |
| Registration             | 1 Summary |                 |
| Office Contact Info:     |           |                 |
| Practices Represented    |           |                 |
| 2                        | ·         |                 |
| User Information:        |           | Dec             |
|                          |           |                 |

Confirm that your registration summary is accurate, then select **Finish**.

Then, make sure to note your user ID on the next page before selecting **Finish**. Constants 

Search for your office using your group National Provider Identifier (NPI).

**Congrats!** You've now completed your registration for the provider portal. You'll receive an email containing your password, but will not be able to log in until PHP has confirmed your account, within 2 business days.

## Once your registration is confirmed, you'll have access to the portal. You can:

- Search for patients
- View referrals
- View claims
- Access important forms
- And more!