

Selecting a Program

There are multiple ways to search for a Provider. This quick reference guide walks through the steps of searching for a Provider.

1. From the Program Name drop-down list, select the program.

Note: The **Program Name** field is mandatory, and only one program can be selected at a time.

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Provider Type:	DFEC	Provider Specialty:		State/Territory:	
City:	City	Zip Code:	Zip Code	Radius Within:	34
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Note: When DFEC is selected from Program Name, a new field Active Billing (Any Program) In appears with a drop-down list that allows users to search against all active Providers or Providers who have submitted bills in the last 12 months. *This field is mandatory*.

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Selecting a Program Cont.

- After selecting the program, proceed with one (1) of the following three (3) options to search for a Provider (Multiple search fields can be used at once to further narrow search results.)
 - a. Searching for a Provider Using Provider Name or Business Name
 - b. Searching for a Provider Using Provider Type and Specialty
 - c. Searching for a Provider Near Your Location

Note: For **Active Billing (Any Program) In**, the system checks for active billing across all programs for a Provider, rather than checking for DFEC program only.

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Search Option 1: Searching for a Provider Using Provider Name or Business Name

1. Enter the Provider's First Name or Last Name in the respective fields,

or

Enter the Provider's **Business Name** in the respective field.

Note: A percent (%) symbol can be used as a wildcard to search if the exact name is not known, or the City may have a different spelling, such as St Louis or Saint Louis.

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City:	City	Zip Code:	Zip Code	Radius Within:		
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2. Select Search.

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How to Search for a Provider Search Option 3

Search Option 3: Searching for a Provider Near Your Location

- 1. To search for Providers within a City or State:
 - a. In the **City** field, enter the city.
 - b. From the **State** drop-down list, select the state.
 - c. Select Search.

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Note: not all Provider	s are accepting new Patients.					

- 2. To search for Providers near your location across cities and states:
 - a. In the **Zip Code** field, enter the zip code.
 - b. From the Radius Within drop-down list, select the radius.

Note: Based on the combination of filters used, a pop-up message opens. The search radius used is up to 75 miles.

c. Select Search.

Provider Se	arch						^
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Provider Type:		~	Provider Specialty:		State/Territory:	AE-Armed Forces Europe	~
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Search Option 2: Searching for a Provider Using Provider Type and Specialty

- From the Provider Type drop-down list, select the provider type. The Provider Specialty drop-down list updates according to the provider type selected.
- 2. From the **Provider Specialty** drop-down list, select the applicable option.
- 3. Select Search.

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View Search Results

The Provider search results display under the **Provider List** section. The following columns display in the search results:

- Provider Name (Group Practice Name)
- Address
- Phone Number
- Provider Type
- Provider Specialty
- Enrollment Type
- NPI

Note: The search results can be downloaded as a CSV file using the **SaveToCSV** button if needed.

Provider List								
ote: not all Providers are accepting new I	Patients.							
Provider Name (Group Practice Name)	Address ▲▼	Phone Number	Provider Type	Provider Specialty	Enrollment Type	NPI		
rlando Regional Healthcare	1414 Kuhl Ave, Orlando, Florida 32806	(321) 841	General Hospital	General Acute Care Hospital	Facility/Agency/Organization/Institution			
lando Regional Healthcare	1414 Kuhl Ave, Orlando, Florida 32806	(321) 841	General Hospital	Women	Facility/Agency/Organization/Institution			
olmes Regional Medical Center	1350 Hickory St, Melbourne, Florida 32901	(321) 434	General Hospital	General Acute Care Hospital	Facility/Agency/Organization/Institution			
ape Canaveral Hospital	701 W Cocoa Beach Cswy, Cocoa Beach, Florida 32931	(321) 434	General Hospital	General Acute Care Hospital	Facility/Agency/Organization/Institution			
dventhealth Orlando	601 E Rollins St, Orlando, Florida 32803	(407) 303	General Hospital	General Acute Care Hospital	Facility/Agency/Organization/Institution			
dventhealth Heart Of Florida	40100 Highway 27, Davenport, Florida 33837	(901) 843	General Hospital	General Acute Care Hospital	Facility/Agency/Organization/Institution			
dventhealth Waterman	1000 Waterman Way, Tavares, Florida 32778	(901) 843	General Hospital	General Acute Care Hospital	Facility/Agency/Organization/Institution			