



# Legacy Documents Search

## Quick Reference Guide

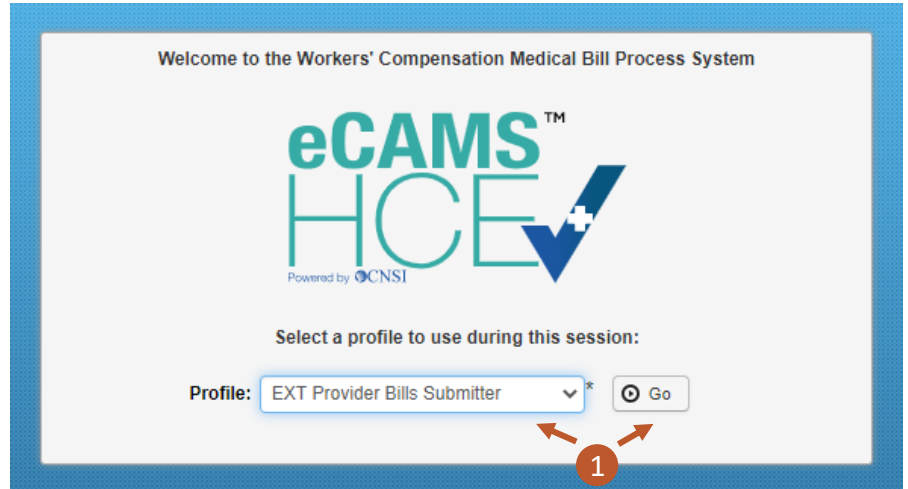
### Legacy Documents from the Provider Portal

The Provider can view legacy documents via the Provider portal.

1. After logging into the WCMBP System and selecting the Provider ID, select a profile from the **Profile** drop-down list and select **Go**.

**Note:** You can use one of the following profiles:

- EXT Provider Bills Submitter
- EXT Provider Super User



2. Select the **Correspondences** hyperlink under the **My Interactions** menu.



### EXAMPLE 1 — Search for RVs for a logged-in Provider.

1. Search can be performed using TCN, Image Title or Case Number. In the second grid (Images/Attachments Retrieval Page), select the **Image Title** filter option.

