

Workers' Compensation Medical Bill Processing System

How to Complete a Provider Enrollment Application

Individual Provider



Overview

This tutorial provides instructions on how to complete a provider enrollment application

Accessing the WCMBP System for New Providers (1 of 3)

Accessing the WCMBP System for New Providers (2 of 3)

3. Locate the **New Provider Enroll Online for Fast Approval** section and select the **Click here to begin the enrollment process** link.



New Provider Enroll Online for Fast Approval

[Click here to begin the enrollment process.](#)



Existing Providers with a Welcome Letter and/or Registration Letter

[Click here to complete the registration for portal access.](#)

[Providers who have already enrolled and registered for portal access, click here to login.](#)



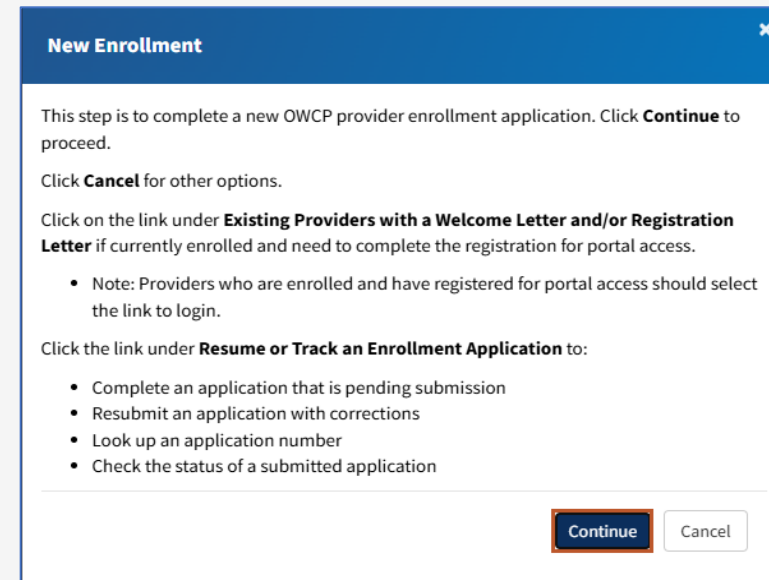
Resume or Track an Enrollment Application

[Click here to resume or track the in-progress enrollment application.](#)

Accessing the WCMBP System for New Providers (3 of 3)

Note: A dialogue box appear requesting confirmation to initiate a new enrollment.

4. To begin a new application, select **Continue**.



The screenshot shows a 'New Enrollment' dialog box with a blue header and a close button (X) in the top right corner. The main text reads: 'This step is to complete a new OWCP provider enrollment application. Click **Continue** to proceed.' Below this, it says 'Click **Cancel** for other options.' The next line is 'Click on the link under **Existing Providers with a Welcome Letter and/or Registration Letter** if currently enrolled and need to complete the registration for portal access.' A bulleted note follows: '• Note: Providers who are enrolled and have registered for portal access should select the link to login.' Below the note, it says 'Click the link under **Resume or Track an Enrollment Application** to:' followed by another bulleted list: '• Complete an application that is pending submission', '• Resubmit an application with corrections', '• Look up an application number', and '• Check the status of a submitted application'. At the bottom right, there are two buttons: 'Continue' (highlighted with a red border) and 'Cancel'.

Note: Providers who previously enrolled and need to update enrollment or track an existing application need to select **Cancel** and then choose the appropriate "Existing Users" or "Resume or Track Enrollment Application" link.

OWCP Connect Account Registration (1 of 9)

OWCP Connect Account Registration (2 of 9)

2. Complete

OWCP Connect Account Registration (3 of 9)

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OWCP Connect Account Registration (5 of 9)

OWCP Connect Account Registration (6 of 9)

OWCP Connect Account Registration (7 of 9)

OWCP Connect Account Registration (8 of 9)

Step 1: Provider Basic Information (1 of 6)

Step 1: Provider Basic Information (2 of 6)

Step 1: Provider Basic Information (3 of 6)

Step 1: Provider Basic Information (4 of 6)

Step 1: Provider Basic Information (5 of 6)

Step 1: Provider Basic Information (6 of 6)

Step 2: Add Location (1 of 6)

Step 2: Add Location (2 of 6)

Physical Address

Step 2: Add Location (3 of 6)

Physical Address

Step 2: Add Location (4 of 6)

Mailing Address

Step 2: Add Location (5 of 6)

Mailing Address

Step 2: Add Location (6 of 6)

Step 3: Add Taxonomies (1 of 5)

Step 3: Add Taxonomies (2 of 5)

Step 3: Add Taxonomies (3 of 5)

Step 3: Add Taxonomies (4 of 5)

Step 3: Add Taxonomies (5 of 5)

Step 6: Add Identifiers (Optional) (2 of 2)

Step 8: Add EDI Submitter Details (1 of 3)

Step 8: Add EDI Submitter Details (3 of 3)

Attachment Submission Options