PAP Member Set Up for The Health Plan Members on ResMed Devices

eviCore healthcare Member Set up Guide





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Empowering the Improvement of Care

One time set up: Adding Integration Partner at Org Level

- 1. Log in to AirView as an Organization's Administrator.
- 2. Click Administration, then select Organization Details.
- 3. On the left side of the screen, click **Integration partners**.
- 4. Select 'eviCore healthcare' from the drop-down list
- 5. Click 'Add'

ResMed AirView"		Patients ×	Business v	My profile	Logout (?) Help Administration v
Organization det	ails				
Basic details Security	Integration partners will have full access	to your patients' in	formation.		
Primary contact	Add integration partner				
Integration partners	Select Add Cancel	•			

One time set up: Adding Health Plans into Airview

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New insurer 🕂								
Insurer name	Notes							
There are currently no insurers s This sector allows you to link insurers to patients for n Add the first insurer	set up. record keeping purp							
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- 1. Log in to <u>AirView</u> as an Organization's Administrator.
- 2. Hover over Administration, then select Insurers.
- Click 'Add the first insurer' or the 'New Insurer' button.

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New insurer		New insurer +
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5. List of available health plans appears on the Insurers screen. These will be available to select from the drop-down during patient setup.

4. Type in the health plan name in the '**Name**' field.

Add eviCore as an Integration Partner to a New Patient in AirView



- 1. Upon boarding patient into Airview, navigate to the Patient details screen.
- 2. Navigate to the Integrators section the click Add integrator.
- 3. In the drop-down list, select eviCore healthcare in the Integrator drop-down.
- Click Save.

Add The Health Plan to Member's Record



Select "Insurance", than select "Add insurer"

Enter the Member Insurance ID

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Charts Patient details	Prescription Notes	Logs Threshold	ds	_		
Basic details	Insurer					
Physicians	The Health Plan					
Insurance	The Health Plan		Membership number			
Integrators			Enter The He	ealth Plan M	lembership ID here	
Contact details						
Additional details	Policy ler name		Policy effective dates			
				to		
	Relation to policy holder					

Member Set Up - Review

During member setup, select eviCore healthcare as an "Integration Partner" within the AirView system. Enter the patient information below on the **day of set up** to ensure that eviCore receives all of the members' data.

- 1. Member Name (as appears on the Authorization letter)
- 2. Member DOB
- 3. Enter Health Plan exactly as listed in below:
 - The Health Plan
- 4. Member Insurance ID# (as appears on the Authorization letter)
- 5. eviCore healthcare added as an 'Integrator'

Sleep Educators - Points of Contact

Christine Ault Sleep Educator 800.918.8924 ext. 27451 cault@evicore.com

Rhonda Anderson Sleep Educator 800.918.8924 ext. 27489 randerson3@evicore.com



Jennifer Fabris Sleep Educator 800.918.8924 ext. 22364 jfabris@evicore.com sleeptherapysupport@evicore.com

Important: Each DME company will need to set up eviCore **exactly** as instructed. If the member information is not entered correctly, no compliance information will be received by eviCore, and therefore no denial or continued authorization notification will be generated. Questions regarding member set may be emailed to eviCore Sleep TherapySupportSM @ <u>SleeptherapySupport@evicore.com</u>. In addition, providers may contact one of eviCore's Sleep Educators, listed above.

Thank you



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