The OptumHealth Notification Form (NF) should be completed and submitted to OptumHealth as early as possible, ideally, prior to the patient's first visit at their chosen medical center. Upon receipt of this referral, OptumHealth will handle the patient set-up and notify the medical center. OptumHealth has made it easier for you to submit a notification form through our online notification form tool.

Accessing the Notification Form Tool

To access the Notification Form tool, simply enter the URL for OptumHealth Complex Medical Conditions (<u>www.myoptumhealthcomplexmedical.com</u>) into the address bar of your internet browser application (i.e., Internet Explorer). Upon reaching the site, enter your username & password into the fields provided. This information will be validated by security on the site. From the Welcome page, simply hold your cursor over the Manage Patients menu item and select Submit Notification on the fly-out menu.



OptumHealth Complex Medical Conditions Welcome Page

Notification Form Tool Options

When accessing the application, the first page you will see is the Notification Form Home page. From here, you can create and submit a new NF, view submitted forms, or view previously "Saved as Draft" forms. We will begin by creating a standard NF, an EZ-NF, and then walk through the "Faxed to Facility", "Your Drafts" and "All Submitted" functions.



OptumHealth Complex Medical Conditions Notification Form Home Page

Creating a New NF

There are two ways to create a new NF: the Standard NF or the EZ-NF. The Standard NF form should be used if you are familiar with our fields, and know all the information to enter in them. The EZ-NF form should be used if you are not familiar with our fields and you need help from OptumHealth staff in order to complete the form.

The Standard NF

You can access the Standard NF by clicking on "**Standard NF**", which will open the Notification Form Product Selection Page. Within this page you will see a variety of products, select the product that you would like to access by clicking on the product's name. We will walk through the Transplant Resource Services Standard NF to give a step-by-step explanation on how to complete the Standard NF form.

	OptumHealth M Optimizing Health and Well-Being-		Complex Medical Conditions
	Notification Form Product Select	ion	Welcome
Home	NF Home		😮 Help 🗭 Feedback
News			
Find a Health Care Provider			
Manage Patients	Please choose a product for this notification form:		
Manage Claims	Transplant Bassurga Canicas	Kidney Beceyree Contines	
Manage Your Account	Transplant Resource Services	Ridney Resource Services	
Educational Opportunities	Cancer Resource Services	Banatric Resource Services	
Training and Resources	Congenital Heart Disease Resource Services		
Contact Us			
Log Out			
OptumHealth Care Solutions - Complex Medical Conditions offers products for: Transplantation			

OptumHealth Notification Form Product Selection Page

Taking a Closer Look at the Transplant Standard Notification Form

GENERAL TAB

1

The Transplant Standard NF opens to the general tab as illustrated below. You can tab through every field of the form.

- Throughout the form you can click on help buttons "?" for more information about the field.

	OptumHealth Optimizing Health and Well-Bein	Lсм 0°	Complex Medical Conditions	0	Product Type: Auto-populates based on earlier selection of product logo. Program Type: Select the transplant type
Home News Find Heath Care Provider Manage Patients	Notification Form NF Home → Notification Form General → Client → Patient →	Case Manager → Claims Info → Comments →	Welcome	0	Extracontractual: Choose Yes, if you are referring your patient to a medical center that is not currently in the OptumHealth Transplant Centers of Excellence network.
manage Patents Manage Claims Manage Your Account Educational Opportunities Training and Resources Contact Us Log Out Optumificath Care Solutions, Complex Medical	Choose Product Type * Choose Program Type * Extracontractual <u>?</u> Medical Center *	Transplant Heat O Yes Hospital A - Adult COE, Ped COE Anytown, MN	V	0	Medical Center: Select applicable medical center out of a list of all the transplant network medical centers available. Centers will be listed with a COE or TAP designation.
Conditions offers products for: Transplantation Cancer Chronic Kidney Disease Congenital Heart Disease Infertitiv	Not hin <u>click h</u> Case Effective Date * <u>?</u> TRS Specific Information Accessing Phase V <u>?</u>	aing the meanical center you're looking for? ere to type in a different one 01/01/2010		0	Case Effective Date: Choose the date that you would like the OptumHealth discount to begin. Accessing Phase V: Select Phase V if your patient would like to take advantage of our
Neonatology Pregnancy Women's Health Services Case Management Specialized Physician Review		(Page 1 of 6). Discard Save as draft Submit	Next Page		OptumHealth discounted rates for their on-going follow-up care. (length of Phase V is different for each medical center contract.)

OptumHealth Transplant Notification Form Page – General Tab

 Once you complete one section, you can click on the tab name for the next section to complete (i.e., Client), or use the "Next Page" button at the bottom of the page.

NOTE: All fields **bolded** and marked with an asterisk (*) to the right of the label are required fields. The form cannot be submitted unless these fields are completed.

CLIENT TAB

The Client tab requires that you identify how the patient is accessing OptumHealth contracts.

	OptumHe Optimizing Health and	ealth _{en} Well-Being-	Complex Medical Conditions
	Notification I	Form	Welcome
Home	NF Home -> Notification	Form	🤪 Help 📔 🗩 Feedback 🛛 💷 Print View
News	General → Client →	Patient -> Case Manager -> Claims Info -> Comments ->	
Find a Health Care Provider			
Manage Patients			
Manage Claims	Client * <u>?</u>	U.R.N. Demo Group (PARENT)	
Manage Your Account	Client Facets ID	A0000225	
Educational Opportunities	Parent Group	U.R.N. Demo Group	
Training and Resources	Site/Distributor ?		
	Charbiothindator 1		
OptumHealth Care Solutions - Complex Medical Conditions offers products for:	Previous Page	(Page 2 of 6).	Next Page
Transplantation Cancer		Discard Save as draft Submit	

- **Client:** This field is a drop down box that is auto-populated with the OptumHealth clients with whom you have access rights.
- Client Facets ID: Auto-populates based on the client selected. This field will not auto-populate until you advance to another tab. You should be able to return to the Client Tab and view the populated field.
- Parent Group: Auto-populates based on the client selected.
- Site/Distributor: This field enables you to make a note of the client's location (site) and parent group.

o First Name-Middle Initial - Last Name: The

OptumHealth Transplant Notification Form Page - Client Tab

NOTE: If the client drop-down box does not auto-populate with the client your patient will be using to access OptumHealth contracts, contact your Account Manager.

PATIENT TAB

I

The Patient tab has several fields of information that are required fields, each is noted with an asterisk and bolded text.

OptumHealth and Well-Being	C	omplex Medical Conditions	 ID Number: The number that your company uses to identify the patient.
Notification Form		Welcome	• Date of Birth: The patient's birth date.
NF Home 🔸 Notification Form	Q	Help 🗩 Feedback 🗄 Print View	• Gender: Select male or female.
General → Client → Patient → Case Mar	ager → Claims Info → Comments →	me * Doe	 Street Address- City- State- Zip Code- Country: The patient's address.
ID Number * 123-45-6789 Gender * Male	Date of Birth 4 10/15/1979		 Email Address: The patient's email address, if applicable.
Street Address * 100 Any Street City * Anytown	State * Minnesota 🗸 Zip Codi	e * 55555	• Phone #: The patient's phone number.
Country USA			• Diagnosis: The patient's medical diagnosis.
Email Address john.doe@email.com Diagnosis * Trypanosomiasis	Phone # 123-456-7890		• ICD/9 Code: The patient's diagnosis code.
Employer/Group			• Employer/Group: The name of patient employer.
Patient Coverage Effective Date * <u>?</u> Eligibility Verification Phone # * <u>?</u>	03/31/2009		• Patient Coverage Effective Date: The date the patient's insurance coverage began.
Other Coverage	Primary O Secondary te		 Eligibility Verification Phone #: A telephone number for the medical center to verify benefit information.
Previous Page	(Page 3 of 6).	lext Page	

OptumHealth Transplant Notification Form Page - Patient Tab

o Other Coverage (Primary/Secondary): Other known insurance provider for the patient. Show the provider's status: Primary or Secondary.

o If Medicare, then Medicare Effective Date: Input date the patient's medicare coverage began.

• Living Donor Info: When applicable, the Living Donor's full name and birth date.

How to Submit an Online Notification

CASE MANAGER TAB

The Case Manager tab auto-populates with your contact information. Please take this opportunity to review and ensure that we have your correct contact information. You will see a question asking you if you need to add a new person. This allows you to enter another Case Manager's information and can be used when you are submitting an NF on behalf of another Case Manager. You will also see a question asking you if you need to update the information. This allows you to revise the Case Manager contact information.

	OptumHealth Optimiding Health and Well-Being-	Complex Medical Conditions		
	Notification for John Doe	Welcome	First Name *	Last Name *
he is a second	NF Home Notification Form	Help P Feedback Print Vevv	Phone Number *	Fax Number *
11	General + Client + Patient + Case Manager + Claims Into + Com	ments +	Street.Address	
a Health Care Provider			City	State
ige Paberts ive Osins	Case Manager		Zip Code	
ige Your Account	Casey Manager 234 205 7800		Email Address	
ational Opportunities	Do you need to add a new person? CECLINETE		Organization or	
ing and Resources	Casey Manager		Existences Name *	
out Out amilicath Care	100 Any Street Anytown, MN 55105 Phone: 234-265-7890			
tions - Complex Medical ditions offers products	Fac rasemanaee®erroeane.com		First Name 1	Last Name 1
and the second second second	careford and a description of second		Phone Number *	Fax Number *
plantation	Does this information need to be updated? click here		Street.Address	
F	-		City	State
c Patriery Linease	President Lane (Direct of D)	Next Page	Zip Code	
N N	(Page + or o).	and a state	Email Address	
tology			Organization or	
incy .	Discard Save as draft	Suburit .	Eusiness Name *	
n's Health Services				
Management				

	OptumHealth	5M	Complex Medical Conditions
	Notification for John	I Doe	Welcome
Home News Find a Heath Care Provider Manage Patients Manage Your Account Educational Opportunities Training and Resources Contact Us Log Out OptumHealth Care Solutions - Complex Medical Conditions offers products For Transplantation Cancer Chronic Kidney Disease Congendel Heart Disease Infertility Neonadology Pregnancy Women's Heath Services Case Management Specialized Physician Review	F Hone → Notification Form General → Clerit → Patient → Cr Claims Mailing Contact 2 Claims Mailing Contact 7 First Name ¹ Phone Number ¹ Claims Mailing Address ¹ Claims Mailing Address ¹ Claims Status Contact 7 First Name ¹ Phone Number ¹ Email Invoice Billing Contact 7 Invoice Billing Contact 7 First Name ¹ Phone Number ¹ Email	Ase Manager Claims Info Connects	Feedback Print View
	Claims Mailing Address City Zip Code Previous Page	State	Next Page
		Discard Save as draft Submit	

CLAIMS INFO TAB

The Claims Info tab requires that you identify the key claims contacts that will handle your patient's claims.

Claims Mailing Contact: The person who should receive OptumHealth priced claims. The required fields will default to the information that was entered on your last submitted NF.

Claims Status Contact: The person OptumHealth should contact for claims payment information. The required fields will default to the information that was entered on your last submitted NF.

Invoice Billing Contact: The person who should receive OptumHealth Access Fee Invoices. The required fields will default to the information that was entered on your last submitted NF.

How to Submit an Online Notification

COMMENTS TAB

The Comments tab allows you to enter additional information that you would like to provide to your account manager. This is not a required field. Once you have navigated through all the Notification Form tabs and have completed all required fields, press the "**Submit**" button. If you have missed required fields, you will be prompted to complete those fields and then re-submit by pressing the "**Submit**" button. You will also have the following options: Discard and Save as Draft. (please see section "Standard NF and EZ-NF action bar" for further details)

	Optimizing Health and Well-Being-	Complex Medical Conditions
	Notification for John Doe	Welcome
Home	NF Home 🔶 Notification Form	🤪 Help 📔 🗭 Feedback 📋 🗉 Print View
News	General → Client → Patient → Case Manager → Claims Info → Comments →	
Find a Health Care Provider		
Manage Patients		
Manage Claims	Comments	
Manage Your Account		
Educational Opportunities		
Training and Resources		
Contact Us		
Log Out		
OptumHealth Care		
Solutions - Complex Medical Conditions offers products		
for:	Previous Page (Pogo 6 of 6)	
Transplantation	(Fage 0 01 0).	
Cancer		
Chronic Kidney Disease	Discard Save as draft Submit	
Congenital Heart Disease		

The EZ-NF

You can access the EZ-NF by clicking on "**EZ-NF**", which will open the EZ- Notification Form Product Selection Page. Within this page you will see a variety of product logos, select the product that you would like to access by clicking on the product's logo. We will walk through the Transplant Resource Services EZ-NF to give a step-by-step explanation on how to complete the EZ-NF form.

	OptumHealth SM Optimizing Health and Well-Being=		Complex N	ledical Conditions
	EZ-Notification Form Product Sel	ection	w	elcome
Home News Find a Health Care Provider	NF Home			🤣 Help 🗭 Feedback
Manage Patients	Please choose a product for this EZ-NF:			
Manage Claims Manage Your Account Educational Opportunities Training and Resources Contact Us Log Out	Transplant Resource Services Cancer Resource Services Congenital Heart Disease Resource Services	<u>Kidnev Resource Services</u> Bariatric Resource Services		
OptumHealth Care Solutions - Complex Medical Conditions offers products for: Transplantation	-			

OptumHealth Notification Form Product Selection Page

Taking a Closer Look at the Transplant EZ- Notification Form

The Transplant EZ-NF opens to a simplified one page form. The form has fewer required fields, for those Case Managers that do not have all the information or need assistance with submitting their online notification form. Each required field is noted with a blue asterisk and bolded text. Once the required fields are completed, press the "submit" button.

The EZ-NF will be routed to an OptumHealth Account Manager who will contact you to complete the Notification Form process.

	OptumHealth SM Optimizing Health and Well-Being=	Complex Medical Conditions
	EZ-NF	Welcome
Home	NF Home → Notification Form	🕜 Help 🦻 Feedback 🗉 Print View
News Find a Heatth Care Dravidar		
Manage Patients	Choose Product Type * Transplant	
Manage Claims	Choose Program Type *	
Manage Your Account		
Educational Opportunities	Extracontractual <u>7</u> O Yes I No	
Training and Resources	Medical Center * Hospital A - Adult COE, Ped COE	~
Contact Us	Anytown MN	
OntumHealth Care	Not finding the medical center you're looking for?	
Solutions - Complex Medical	click here to type in a different one	
Conditions offers products for:	Case Effective Date * ?	
Transplantation		
Cancer	I RS Specific Information	
Chronic Kidney Disease	Accessing Phase V ? (In Yes No	
Congenital Heart Disease		
Infertility	Client Information	
Neonatology	Client * 2 U.R.N. Demo Group (PARENT)	
Pregnancy	Client Facets ID A0000225	
Women's Health Services	Parent Group U.R.N. Demo Group	
Case Management		
Specialized Physician Review	Case Manager	
	Case Manager Casey Manager 234-265-7890 🗸	
Ŧ	Do you need to add a new person? click here	
	Casey Manager	
	Ohono: 224 285 7000	
	Fnone. 234-200-7890 Fax:	
	caseymanager@company.com	
	Does this information need to be updated? click here	
	Dutie of Information	
	First Name * John Middle Initial Last Name * Doe	
	Date of Birth ^ 10/15/19/9	
	Gender * Male 💌	
	Diagnosis * Trypanosomiasis ICD/9 Code	
	Employer/Group	
	Living Donor Info	
	Living Donor Living Donor Living Donor	
	First Name Middle Initial Last Name	
	Date of Birth	
	Comments	
	Comments	
	Cukunda	
	Sublint	

OptumHealth Transplant EZ-Notification Form Page

Other Product NFs - Other OptumHealth products have similar Standard Notification Forms.

Cancer Resource Services

Standard NF

The Cancer Standard NF can be accessed by selecting the Cancer Resource Services product logo on the Notification Form Product Selection Page. The Cancer Resource Services Notification Form opens to a multiple tab form, similar to the Transplant Resource Services Notification Form example above.

The General Tab requests CRS specific information:

- o CRS Contract remains effective until: This field auto-populates to one year from Case Effective Date.
- o Is this a renewal? Select yes or no.

EZ-NF

The Cancer EZ-NF can be accessed by selecting the Cancer Resource Services product logo on the EZ-NF Product Selection Page. The Cancer Resource Services EZ-NF opens to a one page form, similar to the Transplant Resource Services EZ-NF example above.

The General Tab requests CRS specific information:

o CRS Contract remains effective until: This field auto-populates to one year from Case Effective Date.

• Is this a renewal? Select Yes or No.

Congenital Heart Disease Resource Services

Standard NF

The Congenital Heart Disease Standard NF can be accessed by selecting the CHD Resource Services product logo on the Notification Form Product Selection Page. The CHD Resource Services Notification Form opens to a multiple tab, similar to the Transplant Resource Services Standard NF example above.

EZ-NF

The Congenital Heart Disease EZ-NF can be accessed by selecting the CHD Cancer Resource Services product logo on the EZ-NF Product Selection Page. The Congenital Heart Disease Resource Services EZ-NF opens to a one page form, similar to the Transplant Resource Services EZ-NF example above.

Kidney Resource Services

Standard NF and EZ-NF

The Kidney Standard NF form can be accessed by selecting the Kidney Resource Services product logo on the Notification Form Product Selection Page. The Kidney Resource Services Notification Form opens to a one page form.

The General/Medical Center Information section requests KRS specific information:

- Medicare Certified?: Select Yes or No.
- CMS ID: The Provider ID # for your patient's chosen medical center.
- The Patient information section requests KRS specific information:
- Patient Height (CM): The patient's height in centimeters.
- Patient Weight (Kg): The patient's weight in kilograms.
- EPO Dosage (Units): The patient's EPO dosage in units.
- o Frequency per week: The number of EPO treatments your patient receives per week.
- o Route (IV or SQ): The route that the patient receives treatment: IV or SQ
- o OON Deductible: The patient's out of network deductible in dollars.
- o OON Out of Pocket: The patient's out of network out of pocket maximum in dollars.
- **OON Co-pay:** The patient's out of network Co-pay in dollars.
- Does the patient have a co-payment, co-insurance or deductible that, combined, is less than \$10,000 per year?: Select Yes or No.

Standard NF and EZ-NF Action Bar

You will have an action bar at the bottom of each screen within the Standard NF and EZ NF. The buttons provided allow you to route the NF to various queues.



OptumHealth Notification Form Action Bar

- Discard: This button is used when you would like to delete an NF. Users can click on "Discard" to erase the NF. The NF will not save in any queues.
- <u>Save as Draft</u>: Users that are creating an NF and get interrupted or do not have time to fully complete the NF can click on "Save as Draft" to ensure that their NF is saved. This allows you to return to the Your Drafts queue and complete the NF. (The web site is set to log off users after 20 minutes of inactivity).
- <u>Submit:</u> Users that have completed filling out their NF should click "Submit" to route the NF to the appropriate queues where OptumHealth operations can begin to process the NF.

Using the View Options

The online NF provides clients with multiple viewing options:

Definition Definition Internet Netrone Internet Internet Internet Inter				
Notification Form Home Wetcome Home NF Home Image Course		OptumHealth M Optimizing Health and Well-Being*	Com	plex Medical Conditions
Nome We here We here We here We here Peedbookt Nows Find a Heath Care Provider Manage Colanic Manage Valents Manage Valents Manage Valents Manage Colanic What would you like to do? Image Yalents Image Yalents Image Yalents Manage Colanic Image Yalents Image Yalents Image Yalents Image Yalents Manage Colanic Image Yalents Image Yalents Image Yalents Image Yalents Log Outh Standard NE Image Yalents Image Yalents Image Yalents Conditions offers products for: Standard NE This form is short that the standard form. If you do want to get the information needed, build owant to get the process standard. If requires follow-up by OptimHealth staff. Concord Image Yalents Image Yalents Morande Disease Image Yalents Image Yalents Morande Healt Disease Image Yalents Image Yalents Morande Disease Image Yalents Image Yalents Morande Disease Image Yalent		Notification Form Home		Welcome
News Find albah Care Provide Manage Palers Manage Came Contract Us Educational Opportunities Training and Resources Contract Us Solutions - Complex Media Contract Us Solutions - Complex Media Concine Class Chronic Kidney Disease Concine Lise Moral Heart Disease Infertility Neonatologi Neonatologi Weinert Health Services Case Management	Home	NF Home		🚱 Help 📔 🗭 Feedback
Find stath Care Provider Manage Staters Contract Us Log Odt Optimilealth Care Solutions - Complex Mediat Conditions of Gree products for: Transplantation Concer Chorper Identification form: Transplantation Concer Chorper Identification Staters Congentification Transplantation Menage State	News			
Manage Patients Manage Patients Manage Patients Manage Your Account Banage Your Account Ranage Your Account Ranage Your Account Condat Us Condat Us Do Ord Optimited In Care Solutions - Complex Medicat Concer Concer Chonic Kidney Disease Concer Concer Chonic Kidney Disease Concer Concer Herithy Neonadology Pregnarcy Womarts Health Services Case Management	Find a Health Care Provider			
Manage Cubic What would you like to do? Manage Courk Court. Educational Opportunities Training and Resources Condit US Log Out Standard NF Solutions - Complex Medical Conditions offers products for: Standard NF Training Indexources Standard NF Concer This is our standard notification form. Transplantation This form is shorter than the standard form. If you don have all the information needed, build owant to get the process standard. Concer Optimited that Disease Infertility Neonatology Neonatology Your Drafts Facility All Submitted Neonatology Vour Drafts Facility All Submitted Viewen's Health Services Case Management	Manage Patients			
Manage Your Account Exclusion all Opportunities Training and Resources Contact Us Log Out Standard NF Continues of the speeduces Standard NF Continues of the speeduces Standard NF Transplantation This is our standard notification notification of the set of the	Manage Claims	What would you like to do?		
Educational Opportunities Training and Resources Contact Us Optimate Ith Care Solutions - Complex Medical Conditions - Complex Medical Conditions - Complex Medical Conditions - Complex Medical Conditions - Complex Medical Control Is is our standard notification form. Standard NF This is our standard notification form. Standard NF This is our standard notification form. EX.NF This is our standard notification form. Standard NF This is our standa	Manage Your Account			
Contact Us Contact Us Log Out Standard NF Solutions - Complex Medical Conditions offers products for: Cancer Standard NF Trins Is our standard notification form. This form is shorter than the standard form. If you don't have all the information needed, buil do want to get the process standard, it requires follow-up by OptimiHealth staff. Chronic Kidney Disease Vour Drafts Faxed to Facility All Submitted Compery Your Drafts Faxed to Facility All Submitted Violent Health Services Comperent	Educational Opportunities Training and Resources			
Optimitealth Care Solutions - Complex Medical Conditions of the products for: Transplantation Slandard NF This is our standard notification form: This is our standard notification form: This is our standard notification form: Cancer EZ-NF This form is shorter than the standard form. If you don't have all the information endedd, but do want to get the process started, if requires shollww-up by Optimitealth start. Cancer Concert is is our standard notification form: Cancer This is our standard notification form: to get the process started, if requires shollww-up by Optimitealth start. Cancer Concert is is our standard notification form: Cancer This is our standard notification form: to get the process started, if requires shollww-up by Optimitealth start. Interlity Face of the Schlitw All Submitted This show we be shown the start started is the standard form: All Submitted Women's Health Services Case Monagement Case Monagement Face of the Schlitw All Submitted	Contact Us Log Out		S	
Cancer OptumHealth staff. Chronic Kilnery Disease Congental Heart Disease Intertity Neonatology Pregnarcy Women's Health Services Case Monogement	OptumHealth Care Solutions - Complex Medical Conditions offers products for: Transplantation	Standard NF This is our standard notification form.	EZ-NF This form is shorter than the standard form. don't have all the information needed, but do to get the process started. It requires follow-	f you want Jo by
Chronic Kildney Disease Congenital Heart Disease Infertitivy Neonatology Pregnancy Women's Health Services Case Management	Cancer		OptumHealth staff.	
Congenital Heart Disease Your Drafts Faxed to Facility All Submitted Neonatology Your Drafts Faxed to Facility All Submitted Vomen's Health Services Voment Health Services	Chronic Kidney Disease			
Intertility Neonatology Pregnarcy Women's Health Services Case Management	Congenital Heart Disease	\frown		
Neonatology All Submitted Pregnancy Woman's Health Services Case Monagement	Infertility		our Dratts aved to Facility	
Pregnancy Women's Health Services Case Management	Neonatology		I Submitted	
Women's Health Services Case Management	Pregnancy			
Case Management	Women's Health Services			
	Case Management			

OptumHealth Notification Form Home Page

- Show Faxed to Facility. This view will provide you with a listing of all NF's you have submitted and the date they were faxed to the facility.
- Your Drafts. This view will show all the NF's you have "Saved as Draft". Drafts will only be saved for 30-days.
- <u>Show All Submitted.</u> This view will show all NF's submitted by you regardless of current status (i.e., faxed to facility). You can use this view to confirm that your online Standard NF or EZ-NF was saved and submitted correctly.

	Optum Optimizing Hea	Detum Health and Well-Being-										
	Search I	Search For Submitted Notification Forms Welcome										
Home											🕜 Help	🦻 Feedback
News	Ourse with a slight		O alavia. Mari ana al		30 Date	× Channe	Disalar NCIa 00, dama					
Find a Health Care Provider	Currently disp	laying 3	u days. You can c	nange the disp	Tay to 50 bays	Change	Display NF'S 90+ days					
Manage Patients Manage Claims	There were no	o results	found.					First Prev Nez	t Last 15	Export X	SEARCH	H CLEAR
Manage Your Account		~	~	~								
Educational Opportunities	Patient		Notification	Program	Case	Medical	OntumHealth Account	Parent	Client	Case Effective	Date	Date
Training and Resources	Name	Status	Туре	Туре	Manager	Center	Manager	Group	Name	Date	Created	Approved
Contact Us					-		-					
Log Out												
OptumHealth Care Solutions - Complex Medical	Submitted Notifi Received Notific	cation For	rms have been sub ms are being proce	mitted to United R ssed at United Re	esource Network esource Network	ks but have not b s.	een processed.					

OptumHealth All Submitted Queue

NOTE: This viewing option will automatically display all notification forms from the past 30 days. You may change the view to display notification forms from either 60 or 90 days prior by clicking on the drop-down box, selecting a new day range and then clicking the, "Change Display" button. You may also click the NF's 90+ days to display a search for any NF's 90+ days. (Shown Below)

	Optum Optimizing Health	Health M and Well-Being=			Complex Medical Condition
	Search Fo	r Submitted Notifie	cation Forms:	90+ Days	Welcome
Home					🥝 Help 📔 🗭 Feedback 📗 🗉 Print View
News					
Find a Health Care Provider					
Manage Patients	Deficient and a second		1	0	
Manage Claims	Patient Last nam	le		Case Manager Firs	st name
Manage Your Account	Patient First nam	ie		Case Manager Las	stname
Educational Opportunities					
Training and Resources	Each search rec	uires one field to be complet	ed. The fields are confi	gured as wildcards, all	lowing searches based on criteria entered
Contact Us			into the sear	rch field.	
Log Out	To search using	the dron down menus you m	ust first select Notifical	ion Tyne. Once a Notif	ication type is selected program type may
OptumHealth Care Solutions - Complex Medical	be sele	cted. After selecting a program	m type medical centers	are available to select	to add increased search details.
Conditions offers products	Client	Please Select	*	Notification Type	Please Select 🗸
for: Transplantation	Program Type	Please Select 🔽		Medical Center	Please Select 💌
Cancer					
Chronic Kidney Disease					
Congenital Heart Disease					
Infertility					
Neonatology			search	clear	

OptumHealth All Submitted Queue - 90+ Days

What Can I Print From the System?

The Online NF allows you to download a PDF version of the NF you have submitted. You will see the icon located in the upper righthand corner of the window once you have selected a patient. By clicking on the icon, you can open the form and print or save for future reference. Remember that the Online NF Application will always retain submitted NF's in an online format.

Who do I Contact with Questions?

If you have questions about how to use the Online NF application, definition of terms, or questions regarding content, please contact your Account Manager at (800) 847-2050. If you experience technical or performance related issues, please use the feedback form on the web site.

How do I Provide you with Feedback?

Your input is essential to the development and effectiveness of our tools. There are several ways that you can provide feedback.

• You can use the "Feedback" link on each page to send us feedback.

At OptumHealth, we believe strongly that our Web sites are only as good as the service they provide to the clients we serve. To that end, we strongly encourage you to provide us with your feedback regarding the web site. We are continuously working to improve and enhance this web site to meet your needs.

OptumHealth 6300 Olson Memorial Hwy MN010 – S157 Golden Valley, MN 55427

If you have questions or need assistance with the web site, please contact OptumHealth at: **Phone:** (800) 847-2050 **Email:** cmc_customer_service@optumhealth.com **Fax:** (262) 313-9808