

## **Humana Provider Search Directions**

### **PRIMARY CARE PROVIDER SEARCH DIRECTIONS**

1. Go to <http://stateofil.humana.com>
2. Scroll down to lower right hand corner to Provider Search.
3. Under Provider Search, click on State/LGHP/TRIP/CIP.
4. After reading the Terms of Use, click on the little box indicating you agree with the terms of use.
5. Under Select State, click on the drop down box and click on IL.
6. Under Select County, click on the drop down box and scroll through the county names until you reach your county of residence. Then click on your county. Then click "Go."
7. Under Search Criteria, click on the drop down box and click on "Primary Care and Family Medicine." Click "Search."
8. Your search results will be listed alphabetically and may require more than one page. If so, click the next page number at the bottom of the screen.
9. To locate the provider ID number, go back to the home page for Humana.
10. Under Primary Care Physician Codes for Enrollment, click on "English."
11. This will give you a listing of all primary care physicians and their ID number. This listing is by county. Scroll down to your county of residence and then write down your physician's ID number on your enrollment form.

### **SPECIALIST SEARCH DIRECTIONS**

1. Go to <http://stateofillinois.humana.com>
2. Scroll down to lower right hand corner to Provider Search
3. Under Provider Search, click on State/LGHP/TRIP/CIP.
4. After reading the Terms of Use, click on the little box indicating you agree with the terms of use.
5. Under Select State, click on the drop down box and click on IL.
6. Under Select County, click on the drop down box and scroll through the county names until you reach your county of residence. Then click on your county. Then click "Go."
7. Under Search Criteria, click on the drop down box and click on "Specialists."
8. A new box will appear listing all the specialty areas. Click on the specialty you want. Click "Search."
9. Your search results will be listed alphabetically and may require more than one page. If so, click the next page number button at the bottom of the screen.
10. To locate the provider ID number, go back to the home page for Humana.
11. Under Primary Care Physician Codes for Enrollment, click on "English."
12. This will give you a listing of all primary care physicians and their ID number. This listing is by county. Scroll down to your county of residence and then write down your physician's ID number on your enrollment form.

#### **ANCILLARY (Hospital) SEARCH DIRECTIONS**

1. Go to <http://stateofillinois.humana.com>
2. Follow steps 2 through 6 as stated above for finding a specialist.
3. Click on "Hospitals" in the drop down box under Search Criteria and then click "Hospitals" under Specialty. Click "Search."
4. Your search results will be listed alphabetically and may require more than one page. If so, click the next page number button at the bottom of the screen.

#### **Humana CREATE AN ACCOUNT DIRECTIONS (After you have enrolled)**

**This profile lets you manage and check your claim status as well as maintain your personal benefit information.**

1. Go to <http://stateofil.humana.com>
2. Click "Register Today."
3. Click "Member – All Other Plan Types."
4. Under "Member Information" enter data requested and click "Next." Continue to follow procedures until you have completed the process.

## Health Alliance Provider Search Directions

### PRIMARY CARE PROVIDER SEARCH DIRECTIONS

1. Go to <https://healthalliance.org>



2. Click on  in the middle left of the page.
3. Click on “State of Illinois Participants” which is underlined in blue in the middle of the page.
4. Click on “Find a Current Provider” which is underlined in teal in the middle of the page.
5. Review the terms and conditions and then select “I have read the Terms and Conditions.”
6. Select your geographic location.
7. To search for primary care physicians in McLean County, type McLean in the field next to “County.” Change appropriately for other counties.
8. In the drop down menu for “Type of Provider,” select “Primary Care Physician.”
9. Click “Search.”
10. Your list of providers will appear and may be on several pages. To continue to the next page, click the blue arrow at the bottom right of the page.
11. To print this directory, click “Print Options” at the top of the page. In the box that comes up, click “Show Printer-Friendly PDF Version.”

### SPECIALIST SEARCH DIRECTIONS

1. Go to <https://healthalliance.org>



2. Click on  in the middle left of the page.
3. Click on “State of Illinois Participants” which is underlined in blue in the middle of the page.
4. Click on “Find a Current Provider” which is underlined in teal in the middle of the page.
5. Review the terms and conditions and then select “I have read the Terms and Conditions.”
6. Select your geographic location.
7. To search for a specialist in McLean County, type McLean in the field next to “County.” Change appropriately for other counties.
8. In the drop down menu for “Type of Provider,” select “Specialist.”
9. In the drop down menu for “Specialty”, select the specialty you would like to search. If your category is not listed, just leave blank.
10. Click “Search.”
11. Your list of specialists will appear and may be on several pages. To continue to the next page, click the blue arrow at the bottom right of the page.
12. To print this directory, click “Print Options” at the top of the page. In the box that comes up, click “Show Printer-Friendly PDF Version.”

## ANCILLARY (Hospital) SEARCH DIRECTIONS

1. Go to <https://healthalliance.org>



2. Click
3. Click on "State of Illinois Participants" which is underlined in blue in the middle of the page.
4. Click on "Find a Current Provider" which is underlined in teal in the middle of the page.
5. Review the terms and conditions and then select "I have read the Terms and Conditions."
6. Select your geographic location.
7. To search for an ancillary (hospital) in McLean County, type McLean in the field next to "County." Change appropriately for other counties.
8. In the drop down menu for "Type of Provider," select "Ancillary."
9. Click "Search."
10. Your list of ancillary facilities/hospitals will appear and may be on several pages. To continue to the next page, click the blue arrow at the bottom right of the page.
11. To print this directory, click "Print Options" at the top of the page. In the box that comes up, click "Show Printer-Friendly PDF Version."

## **Health Alliance CREATE AN ACCOUNT DIRECTIONS (After you have enrolled)**

**This profile lets you manage and check your claim status as well as maintain your personal benefit information.**

1. Go to <https://healthalliance.org>
2. Click "Sign Up" from the box on the left side of the screen
3. Click "Request for Member Access"
4. Enter your personal information.
5. Click "Submit."

## **HealthLink Search Directions for Tier I and Tier II Providers**

### **PRIMARY CARE PROVIDER SEARCH DIRECTIONS**

1. Go to <http://www.healthlink.com>
2. Click on "Find a Provider." This is located directly under the "Welcome to HealthLink" picture.
3. Click on "State of Illinois Plan" in Step 1.
4. In the drop down menu in Step 1, select "State of Illinois Tier I Providers."
5. In Step 2, select that category for which you would like to see a list. Selecting "List all Physicians, Hospitals, and Ancillary Facilities" will be the most comprehensive.
6. In Step 3, choose the location you would like to search.
7. Click "Search."
8. Your list of providers will appear and may be on several pages. To continue to the next page, click "Next Page" at the bottom right of the page.
9. To print this directory, click "Create Directory" in the Customized Directory section on the left side of the page.
10. To do a new search, click "New Search" in the Refine Search section on the left side of the page.

**To do a search for Tier II providers, follow the same steps except for # 4. Instead, choose "State of Illinois Tier II Providers."**

### **SPECIALIST SEARCH DIRECTIONS**

1. Go to <http://www.healthlink.com>
2. Click on "Find a Provider." This is located directly under the "Welcome to HealthLink" picture.
3. Click on "State of Illinois Plan" in Step 1.
4. In the drop down menu in Step 1, select "State of Illinois Tier I Providers."
5. In Step 2, select that category for which you would like to see a list. Selecting "List all Physicians, Hospitals, and Ancillary Facilities" will be the most comprehensive.
6. In the drop down box for "Specialty," select the specialty you would like to search.
7. In the drop down box for "With the Name," enter specialist name if applicable.
8. In Step 3, choose the location you would like to search.
9. Click "Search."
10. Your list of specialists will appear and may be on several pages. To continue to the next page, click "Next Page" at the bottom right of the page.
11. To print this directory, click "Create Directory" in the Customized Directory section on the left side of the page.
12. To do a new search, click "New Search" in the Refine Search section on the left side of the page.

**To do a search for Tier II specialist, follow the same steps except for # 4. Instead, choose "State of Illinois Tier II Providers."**

## **ANCILLARY (Hospital) SEARCH DIRECTIONS**

1. Go to <http://www.healthlink.com>
2. Click on "Find a Provider." This is located directly under the "Welcome to HealthLink" picture.
3. Click on "State of Illinois Plan" in Step 1.
4. In the drop down menu in Step 1, select "State of Illinois Tier I Providers."
5. In Step 2, select that category for which you would like to see a list. Selecting "Hospitals, and Ancillary Facilities" will be the most comprehensive.
6. In Step 3, choose the location you would like to search.
7. Click "Search."
8. Your list of ancillaries/hospitals will appear and may be on several pages. To continue to the next page, click "Next Page" at the bottom right of the page.
9. To print this directory, click "Create Directory" in the Customized Directory section on the left side of the page.
10. To do a new search, click "Reset" and enter new information.
11. This search can only be done on Tier II.

## **HealthLink CREATE AN ACCOUNT DIRECTIONS (After you have enrolled)**

**This profile lets you manage and check your claim status as well as maintain your personal benefit information.**

1. Go to <http://www.healthlink.com>
2. Click on "State of Illinois CMS."
3. Click on "Member Access Website."
4. Click on "Register now" in the box to the right.
5. Enter the information requested and click on "continue."

## **PersonalCare Provider Search Directions**

### **PRIMARY CARE PROVIDER SEARCH DIRECTIONS**

1. Go to <http://personalcare.org>
2. Click "State of Illinois"
3. On the right hand side, click "Locate a Provider"
4. A new window will open entitled "Provider Search"



5. Click on  Find a Doctor
6. In the drop down menu for "Select a Product", choose "HMO – State of Illinois Members."
7. You can choose to search by City/State or Zip Code + Mileage. These results will be displayed on this site. You can also choose to search by State and County. These results will be e-mailed to you.
8. Using "City/State," enter your information including your city and state and then click "FIND A DOCTOR" at the bottom of the screen in the orange box.
  - a. Your list of providers will now show up. If it appears on multiple pages, click on the next page number located at the top of the screen in orange to view the next page.
9. Using "Zip Code + Mileage," enter your zip code and then choose 5, 10, 15, or 20 miles from the drop down box OR put in a different mileage in the blank box next to the drop down menu. This cannot exceed 200 miles.
  - a. Click on "FIND A DOCTOR" at the bottom of the screen in the orange box.
  - b. Your list of providers will now show up. If it appears on multiple pages, click on the next page number located at the top of the screen in orange to view the next page.
10. Using "State and County," select your state from the drop down menu and then your county from its drop down menu.
11. Click the box that says "Include all Providers" so that a green checkmark shows in the box.
12. Click "FIND A DOCTOR" in the orange box at the bottom of the screen.
13. Enter your e-mail address in the box below "Enter an E-Mail Address."
14. Click "E-Mail Results" in the orange box to the right.
15. The results of your search will then be sent to your e-mail. Just open the e-mail and click on the link provided to view your search results.

### **SPECIALIST SEARCH DIRECTIONS**

1. Go to <http://personalcare.org>
2. Click "State of Illinois."
3. On the right hand side, click "Locate a Provider."
4. A new window will open entitled "Provider Search."



5. Click on  Find a Doctor.
6. In the drop down menu for "Select a Product", choose "HMO – State of Illinois Members."
7. Under "Provider Type" in the drop down box "Select Provider Type" select "Specialists."
8. In the drop down box "Choose a Specialty" select the specialty you would like to search.
9. You can choose to search by City/State or Zip Code + Mileage. These results will be displayed on this site. You can also choose to search by State and County. These results will be e-mailed to you.

10. Using "City/State," enter your information including your city and state and then click "FIND A DOCTOR" at the bottom of the screen in the orange box.
  - a. Your list of specialists will now show up. If it appears on multiple pages, click on the next page number located at the top of the screen in orange to view the next page.
11. Using "Zip Code + Mileage," enter your zip code and then choose 5, 10, 15, or 20 miles from the drop down box OR put in a different mileage in the blank box next to the drop down menu. This cannot exceed 200 miles.
  - a. Click "FIND A DOCTOR" at the bottom of the page
  - b. Your list of specialists will now show up. If it appears on multiple pages, click on the next page number located at the top of the screen in orange to view the next page.

### **ANCILLARY (HOSPITAL) SEARCH DIRECTIONS**

1. Go to <http://personalcare.org>
2. Click "State of Illinois."
3. On the right hand side, click "Locate a Provider."
4. A new window will open entitled "Provider Search."
5. Click on the box titled "Find a Hospital."
6. In the drop down menu for "Select a Product", choose "HMO – State of Illinois Members."
7. You can choose to search by City/State or Zip Code + Mileage. These results will be displayed on this site. You can also choose to search by State and County. These results will be e-mailed to you.
8. Using "City/State," enter your information including your city and state and then click "FIND A HOSPITAL" at the bottom of the screen in the orange box.
  - a. Your list of hospitals will now show up.
9. Using "Zip Code + Mileage," enter your zip code and then choose 5, 10, 15, or 20 miles from the drop down box OR put in a different mileage in the blank box next to the drop down menu. This cannot exceed 200 miles.
  - a. Click on "FIND A HOSPITAL" at the bottom of the screen in the orange box.
  - b. Your list of hospitals will now show up.

### **PersonalCare CREATE AN ACCOUNT DIRECTIONS (After you have enrolled)**

**This profile lets you manage and check your claim status as well as maintain your personal benefit information.**

1. Go to <http://personalcare.org>
2. Click "My Online Services" at the top of the page.
3. Click "Register Now."
4. Read over the registration requirements.
5. Fill in your ID and personal information.

## **Quality Care (CIGNA) Provider Search Directions**

### **PROVIDER SEARCH DIRECTIONS**

1. Go to <http://provider.healthcare.cigna.com/soi.html>
2. Click "Provider Directory" in the top left section of the page.
3. Select the directory you would like to search (Physician, Hospital, or Facility & Ancillary)
  - a. For Physician, select either Primary Care or Specialty Care and your search area
4. Enter the address you want to find a physician/hospital/facility near.
5. Select how many miles away the provider should be from this address by clicking in the appropriate circle.
6. Fill in the optional information if you prefer. Otherwise, click "Continue Search."
7. Your directory will now show up. Your directory may require multiple pages. To continue to the next page, click "Next" at the bottom of the page.
8. To print this directory, click "Create a personalized directory" at the top of the page. Click "View the Personalized Directory." From here you may print the directory.

### **SPECIALIST SEARCH DIRECTIONS**

1. Go to <http://provider.healthcare.cigna.com/soi.html>
2. Click "Provider Directory" in the top left section of the page.
3. Select the directory you would like to search (Physician, Hospital, or Facility & Ancillary)
  - a. For Physician, select either Primary Care or Specialty Care and your search area
4. Enter the zip code and/or state you want to find a physician/hospital/facility near. Click "Continue Search."
5. Fill in the optional information if you prefer.
6. Under number 3, select the specialty you would like to search. Click "Continue Search."
7. Your directory will now show up. Your directory may require multiple pages. To continue to the next page, click "Next" at the bottom of the page.
8. To print this directory, click "Create a personalized directory" at the top of the page. Click "View the Personalized Directory." From here you may print the directory.

## **Quality Care (CIGNA) CREATE AN ACCOUNT DIRECTIONS (After you have enrolled)**

**This profile lets you manage and check your claim status as well as maintain your personal benefit information.**

1. Go to <http://provider.healthcare.cigna.com/soi.html>
2. Click "myCigna.com" icon to the left of the page.
3. Click "Register" under "Who can register with myCigna."
4. Enter all the information required and click "Register."

### **Quality Care (CIGNA) Maintenance Medication Program (MMP)**

**This profile lets you find a list of pharmacies that participate in the Maintenance Medication Network.**

1. Go to [www.benefitschoice.il.gov](http://www.benefitschoice.il.gov)
2. Click "State Employees Insurance Program"
3. Scroll to heading "Benefit Plans" and click on the bullet entitled "prescription."
4. Click "prescription drug coverage" in the paragraph under Prescription Coverage.
5. Under prescription drug benefit, scroll down to Maintenance Medication heading.
6. Click "Maintenance Network Pharmacist."
7. A list of in-network pharmacies will then open for your review.

## **HMO Illinois Provider Search Directions**

### **PRIMARY CARE PROVIDER SEARCH DIRECTIONS**

1. Go to <http://www.bcbsil.com/stateofillinois>
2. Click "Search for Doctors and Hospitals in Your Area."
3. Search by Name or Search by Provider Type by clicking on which option you would like.
4. In the "Search by Name" section, select the "Group Coverage" circle and then choose "HMO Illinois" from the drop down menu. Enter your search information in the "Last Name" and "County." Then click search. The name of your physician will be displayed if contracted with HMO Illinois.
5. If you search by Provider Type, select the "Group Coverage" circle and then choose "HMO Illinois" from the drop down menu. On the provider type select "Doctors and Other Health Care Professionals" from the drop down box. Click on the drop down box for specialty and select a category. Enter either your zip code or select your county from the drop down box.
6. Click on "search" and a listing of physicians will be displayed.
7. If you would like to print this directory, click the "Printer-friendly" button.

### **SPECIALIST SEARCH DIRECTIONS**

1. Go to <http://www.bcbsil.com/stateofillinois>
2. Click "Search for Doctors and Hospitals in Your Area."
3. Search by Name or Search by Provider Type by clicking on which option you would like.
4. In the "Search by Name" section, select the "Group Coverage" circle and then choose "HMO Illinois" from the drop down menu. Enter your search information in the "Last Name" and "County." Then click search. The name of your specialist will be displayed if contracted with HMO Illinois.
5. If you search by Provider Type, select the "Group Coverage" circle and then choose "HMO Illinois" from the drop down menu. On the provider type select "Doctors and Other Health Care Professionals" from the drop down box. Click on the drop down box for specialty and select a category. Enter either your zip code or select your county from the drop down box.
6. Click on "search" and a listing of physicians will be displayed.
7. If you would like to print this directory, click the "Printer-friendly" button.

### **ANCILLARY (HOSPITAL) SEARCH DIRECTIONS**

1. Follow the same search directions for a specialist, but select "Hospitals" under provider type."

## **HMO ILLINOIS CREATE AN ACCOUNT DIRECTIONS (After you have enrolled)**

**This profile lets you manage and check your claim status as well as maintain your personal benefit information.**

1. Go to <http://www.bcbsil.com/stateofillinois>
2. Click "Sign up today"
3. Click "Register now" in the middle of the page.
4. Fill out all your personal information and click "Next."
5. Follow each page and fill out the required information then Click "Register."

## **Flexible Spending Accounts (FSA) Program**

- You can review and/or download the Flexible Spending Booklet at [www.benefitschoice.il.gov](http://www.benefitschoice.il.gov). Click on “State Employees Group Insurance Program.” Then click on the link entitled “Flex Spending Account Programs (MCAP and DCAP)” in the first paragraph. This will open the flexible spending booklet whereby you will find detailed information on the Medical Care Assistance Plan (MCAP) and the Dependent Care Assistance Plan (DCAP).
- Enrollment forms and claim forms may be downloaded from [www.benefitschoice.il.gov](http://www.benefitschoice.il.gov). Click on “State Employees Group Insurance Program.” Scroll down to the heading “Forms” and click on it. Then scroll down to the heading “Flexible Spending Accounts (FSA) Program.” Then click on the form you need.
- For directions on how to scan and send claims by email, go to <http://www.myFBMC.com>.

### **CREATE AN ACCOUNT DIRECTIONS (After you have enrolled)**

**This account will be through FBMC, the administrator of the Flexible Spending Programs. This profile lets you manage and check your claim status as well as maintain your personal benefit information.**

1. Go to <http://www.myFBMC.com>
2. Click “[Click here to register a new account.](#)”
3. Fill out all your personal information and click “I accept.”
4. Follow each page and fill out the required information then Click “Register.”

### **CompBenefits (Dental)**

For additional information regarding the dental plan, refer to the Benefit Choice Booklet, page 20. The Benefit Choice Booklet can be found at [www.benefitschoice.il.gov](http://www.benefitschoice.il.gov) under the State Employees Group Insurance Program.

For a schedule of benefits for dental services, go to [www.benefitschoice.il.gov](http://www.benefitschoice.il.gov) and then click on "State Employees Group Insurance Program." Scroll down to the heading "Benefit Plans." Click on Dental. Click on "FY11 Dental Schedule of Benefits." You are eligible to select any dentist of your choice.

### **CREATE AN ACCOUNT DIRECTIONS (After you have enrolled)**

**This profile lets you manage and check your claim status as well as maintain your personal benefit information.**

1. Go to <http://www.compbenefits.com>.
2. Click "Register for CompBenefits."
3. Fill out all your personal information and click "Next."
4. Follow each page and fill out the required information then Click "Register."

## **EyeMed Access Provider Search Directions**

### **PROVIDER SEARCH DIRECTIONS**

1. Go to <http://www.eyemedvisioncare.com>
2. There will be a blue box on the left side of the screen labeled "Locate a Provider." In the drop down menu that says "Select Your Network," choose "Access."
3. Enter your zip code then click "Submit."
4. A new window will open.
5. For security purposes, you will have to click in the empty box and type the text shown above. Click submit.
6. Your provider guide will now show. This may appear on several pages. Click on the page number which you wish to view at the top of the page.
7. To see a map of the provider's location, click on the location name which appears as blue, underlined, and capitalized text.

### **CREATE AN ACCOUNT DIRECTIONS (After you have enrolled)**

1. Go to <http://www.eyemedvisioncare.com>
2. Click "Members."
3. Click "Login/Register."
4. Click the blue "Register."
5. Fill out all required personal information and click "Next."
6. Follow the steps to fill out your account and click "Submit."
7. After creating your account you will be able to manage your benefits and claims.

## **Magellan Behavioral Health/Employee Assistance Program**

### **PROVIDER SEARCH DIRECTIONS**

1. Go to [www.MagellanHealth.com/member](http://www.MagellanHealth.com/member).
2. On the right side of the page, click on "New or unregistered user."
3. In the little box in the middle of the screen you will need to enter the telephone number for the group plan. That number is 1-866-659-3848.
4. On the next page you can either register or continue as unregistered.
5. If you register, complete the boxes as instructed. Then click "Register."
6. To search for a provider, enter your zip code in the gray box. Then click "Search."
7. If you continue as unregistered, click on "Continue Unregistered."
8. To search for a provider, enter your zip code in the gray box. Then click "Search."