

ProviderOne Security Profiles and Descriptions/OneHealthPort Roles

Staff can be assigned one or more security profiles to meet their job duties and provide them the level of access necessary in ProviderOne. Also listed are the associated OneHealthPort (OHP) roles.

Security Profile/OHP Role	Allows the User to Perform the following functions:
EXT Provider System Administrator OHP Role: Office Manager	Change passwords and maintain users on their ProviderOne domain.
EXT Provider Claims Submitter OHP Role: none associated	<ul style="list-style-type: none"> Claims inquiry Prior authorization inquiry On-line Prior authorization submission On-line claims entry On-line batch claims submission (837) Claim adjustment/Void Resubmit denied/voided claims Client Limit Inquiry <p>Note: Additional functions for Provider whose ProviderOne domain is both Medical and Social Services:</p> <ul style="list-style-type: none"> Social Services claim submission, view claim and adjust claim Social Services prior authorization inquiry <ul style="list-style-type: none"> View and download remittance advice (view payment) View Encounter Transmission Results Report (ETRR) Provider Inquiry (view provider information) Submit HIPAA batch transactions (837) Retrieve HIPAA batch responses (835)
EXT Provider Download Files OHP Role: none associated	<ul style="list-style-type: none"> Retrieve HIPAA batch responses (835) Retrieve Managed Care enrollment roster (834) Retrieve Managed Care capitation payment (820) Retrieve HIPAA batch benefit (eligibility) inquiry result (271) file
EXT Provider Upload Files OHP Role: none associated	<ul style="list-style-type: none"> Submit HIPAA batch transactions (837) Submit the Managed Care (MC) Federally Qualified Health Center (FQHC)/Rural Health Center (RHC) roster Submit a HIPAA batch benefit (eligibility) inquiry (270) batch file

Security Profile/OHP Role	Allows the User to Perform the following functions:
EXT Provider Eligibility Checker OHP Role: Referral Coordinator	<ul style="list-style-type: none"> • Claims inquiry • Client benefit (eligibility) inquiry (270) • Client Limit Inquiry • Prior authorization inquiry • On-line Prior authorization submission • View Managed Care enrollment roster (834) <p>Note: Additional functions for Provider whose ProviderOne domain is both Medical and Social Services:</p> <ul style="list-style-type: none"> • Social Services prior authorization inquiry
EXT Provider Claims/Payment Status Checker OHP Role: none associated	<ul style="list-style-type: none"> • Claims inquiry • View and download remittance advice (view payment) • View capitation payments (820) • View Encounter Transmission Results Report (ETRR)
EXT Provider File Maintenance OHP Role: Licensed Practitioner Licensed Nurse Medical Assistant Other Service Provider Office Worker QA Report Manager Medical Director Quality reports and Data Entry Credentialing Manager	Initiate new provider enrollment and manage provider information.
EXT Provider File View Only OHP Role: none associated	Provider inquiry.
EXT Provider Managed Care Only OHP Role: none associated	<ul style="list-style-type: none"> • On-line batch claims submission (837) • Client benefit (eligibility) inquiry (270) • View and download remittance advice (view payment) • View Managed Care enrollment roster (834) • View capitation payment (820) • View Encounter Transmission Results Report (ETRR) • Provider inquiry • Submit HIPAA batch transactions (837) • Retrieve HIPAA batch responses (835) • Prior authorization inquiry • On-line Prior authorization submission

Security Profile/OHP Role	Allows the User to Perform the following functions:
EXT Provider Upload and Download Files OHP Role: none associated	<ul style="list-style-type: none"> • Submit HIPAA batch transactions (837) • Submit the Managed Care FQHC/RHC roster • Retrieve HIPAA batch responses (835) • Retrieve Managed Care enrollment roster (834) • Retrieve Managed Care capitation payment (820) • Submit HIPAA batch benefit (eligibility) inquiry (270) • Retrieve HIPAA eligibility response batch file (271)
EXT Provider Eligibility Checker-Claims Submitter OHP Role: Licensed Practitioner Licensed Nurse Medical Assistant Other Service Provider Billing Specialist Office Worker QA Report Manager Medical Director Quality reports and Data Entry EFT Administrator	<ul style="list-style-type: none"> • Claim inquiry • Client benefit (eligibility) inquiry (270) • Prior authorization inquiry • On-line Prior authorization submission • View Managed Care enrollment roster (834) • On-line claims entry • On-line batch claims submission (837) • Client Limit Inquiry • Claim adjustments/voids • Resubmit denied/voided claims • View and download remittance advice (view payment) • View Encounter Transmission Results Report (ETRR) • Provider Inquiry • Submit HIPAA batch transactions (837) • Retrieve HIPAA batch responses (835) <p>Note: Additional functions for Provider whose ProviderOne domain is both Medical and Social Services:</p> <ul style="list-style-type: none"> • Social Services claim submission, view claim and adjust claim • Social Services prior authorization inquiry
EXT Provider Super User OHP Role: Office Manager	<p>Allows the user full access to ProviderOne for medical functions with the exception of setting up security profiles, changing passwords and maintaining users.</p> <p>Note: Additional functions for Provider whose ProviderOne domain is both Medical and Social Services:</p> <ul style="list-style-type: none"> • Social Services claim submission, view claim and adjust claim • Social Services prior authorization inquiry
EXT Provider EHR Administrator OHP Role: none associated	<p>Allows the EHR Administrator access to the e-MIPP system for EHR Incentive Payment Program</p>
EXT Provider Social Services OHP Role: none associated	<ul style="list-style-type: none"> • Social Services claim submission, view claim and adjust claim • Modify Provider Information • View and download remittance advice (view payment) • Social Services prior authorization inquiry

Security Profile/OHP Role	Allows the User to Perform the following functions:
EXT Limited Provider Social Services OHP Role: none associated	<ul style="list-style-type: none"> • Social Services claim submission, view claim and adjust claim • Modify Provider Information, excluding address • View and download remittance advice (view payment) • Social Services prior authorization inquiry
EXT View Provider Social Services OHP Role: none associated	<ul style="list-style-type: none"> • View provider information • View and download remittance advice (view payment) • Social Services claim view
EXT Provider Social Services Medical OHP Role: none associated	<ul style="list-style-type: none"> • Social Services claim submission, view claim and adjust claim • Initiate new provider enrollment and manage provider information. • View and download remittance advice (view payment) • Social Services prior authorization inquiry • Submit HIPAA batch transactions • Retrieve HIPAA batch responses • Medical claim inquiry • Medical claim adjustments/voids • Medical resubmit denied/voided claims • Medical prior authorization inquiry • Medical client limit inquiry • Medical on-line claims entry • Medical client benefit (eligibility) inquiry • Medical on-line batch claims submission (837)