

## ProviderOne Security Profiles and Descriptions/One Health Port 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 One Health Port (OHP) roles.

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

Security Profile/OHP Role	Allows the User to Perform the following functions:
<b>EXT Provider File Maintenance</b> <b>OHP Role:</b> 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.
<b>EXT Provider File View Only</b> <b>OHP Role: none associated</b>	Provider inquiry.
<b>EXT Provider Managed Care Only</b> <b>OHP Role: none associated</b>	<ul style="list-style-type: none"> <li>• On-line batch claims submission (837)</li> <li>• Client benefit (eligibility) inquiry (270)</li> <li>• View and download remittance advice (view payment)</li> <li>• View Managed Care enrollment roster (834)</li> <li>• View capitation payment (820)</li> <li>• View Encounter Transmission Results Report (ETRR)</li> <li>• Provider inquiry</li> <li>• Submit HIPAA batch transactions (837)</li> <li>• Retrieve HIPAA batch responses (835)</li> </ul>
<b>EXT Provider Upload and Download Files</b> <b>OHP Role: none associated</b>	<ul style="list-style-type: none"> <li>• Submit HIPAA batch transactions (837)</li> <li>• Submit the Managed Care FQHC/RHC roster</li> <li>• Retrieve HIPAA batch responses (835)</li> <li>• Retrieve Managed Care enrollment roster (834)</li> <li>• Retrieve Managed Care capitation payment (820)</li> <li>• Submit HIPAA batch benefit (eligibility) inquiry (270)</li> <li>• Retrieve HIPAA eligibility response batch file (271)</li> </ul>

Security Profile/OHP Role	Allows the User to Perform the following functions:
<p><b>EXT Provider Eligibility Checker-Claims Submitter</b></p> <p><b>OHP Role:</b>  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</p>	<ul style="list-style-type: none"> <li>• Claim inquiry</li> <li>• Client benefit (eligibility) inquiry (270)</li> <li>• Prior authorization inquiry</li> <li>• View Managed Care enrollment roster (834)</li> <li>• On-line claims entry</li> <li>• On-line batch claims submission (837)</li> <li>• Client Limit Inquiry</li> <li>• Claim adjustments/voids</li> <li>• Resubmit denied/voided claims</li> <li>• View and download remittance advice (view payment)</li> <li>• View Encounter Transmission Results Report (ETRR)</li> <li>• Provider Inquiry</li> <li>• Submit HIPAA batch transactions (837)</li> <li>• Retrieve HIPAA batch responses (835)</li> </ul>
<p><b>EXT Provider Super User</b></p> <p><b>OHP Role: Office Manager</b></p>	<p>Allows the user full access to ProviderOne with the exception of setting up security profiles, changing passwords and maintaining users.</p>