



How Do I Update My Access?

For Additional Questions and Answers, visit our [FAQ](#) section

Steps: Display Roster

1) To access, click ***Display/Edit Roster*** on the left hand side menu on the *MyPractice* Page.

2) On the *Provider Data Change Form* tab, select the appropriate MIS/TIN combination. Click ***Go***.

3) Click ***Access***.

5) To add or change your access information, click ***Add Unavailable Dates***.

4) Complete all required fields.

TIPS:

- HIPAA-compliant.
- For further assistance, use the ***FAQs*** link to access ***Contact Us***.