

Action required: Complete within 30 days

Validate your practice data today

It's easy to validate your data online

1. Go to **www.MagellanProvider.com** and sign in securely.
2. Under the *My Practice* header in the left-hand menu, click **Display/Edit Practice Information**. The first tab is the **Provider Data Change Form**.
3. Select your TIN/MIS combination and click **Go**.
4. **Verify all information is correct and update as needed**. This includes your name service address, phone number, office hours, website URL and **email address** that members can use, specialties, practice age range, and **ability to accept new patients so we can contact you about appointment referrals**. *Group practice administrators: Be sure to validate information for all practitioners on the roster by clicking **Roster Maintenance**.*
5. **Attest to the accuracy of your practice information on a *monthly* basis and *anytime you make an update to your information***. To fully complete this step, review each category (updated categories will reflect a green check mark), then click the red "I Attest" button.

Thank you for your prompt attention and cooperation with this ongoing requirement.

Got questions?

- Find answers in the [FAQ](#) at [MagellanProvider.com/KPWA](https://www.MagellanProvider.com/KPWA).
- If you have additional questions, feel free to contact the Magellan Provider Services Line at 1-800-788-4005 or email WashingtonProvider@MagellanHealth.com.