

## Create and Connect an Account for the EAP Services portal

- 1. Go to MagellanProvider.com and sign in.
- 2. From the left-hand menu, select *Submit an EASI Form* or *View EAP Registrations*.
- 3. Click the red *Go to EAP Services* button.

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4. This takes you to the Sign In page on a new website called **EAP Services.** 

*User Tip:* You aren't required to go through MagellanProvider.com to access the EAP Services portal. You could bookmark the EAP Services portal for easy, future access or paste this URL into your browser to access it directly: **provider.magellanhealthcare.com**.

EAP Services Application		
	3	iign In Create Account
O W Si Hi	Felcome to the new EAP Services Application gn in or <u>create an account</u> to submit EASI Forms (reimbursement requests) for EAP services. au can bookmark this page or continue to access it through <u>MagellanProvider.com</u> —it's up to you once you nk your existing MagellanProvider.com account with the new environment.	
	Sign In If you don't have an account already, use the Create Account button above to create an account and link it to your MagellanProvider.com account. Imail Addres DinagPriveroaks.com Password* Show Password Remember me Sign In Reset Password Unlock Account	
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5. From here, select the blue *Create Account* button to register and link a new account with multifactor authentication. This extra step enables you to access the new EAP Services portal.

EAP Services Application		
		Sign In Create Account
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	Q	
	Create Account	
	Start here to connect your practice's	
	MagellanProvider.com account.	
	Email Address	
	Placeholder text	
	Get Started →	
	Already have a new account? Sign In	
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EAP Services Application		
		Sign In Create Account
	0	
	Complete the information below to continue.	
	* Required	
	Email Address	
	Dina@riveroaks.com	
	First Name*	
	Dina Glenn	
	Create your password® ③	
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	Confirm password® ()	
	********** Show Password	
	I agree with the Terms of Use, Disclaimer and Privacy Policy®	
	Create My Account →	
	← Go Back	

6. When setting up multi-factor authentication, you will select your authentication process preference as seen in the screenshot below.

EAP Services Application		
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	Set up multificitier authentication         Survive requires multificities         Set up mul	
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7. After you create an account and set up multi-factor authentication, you will sign into the EAP Services site and connect your existing MagellanProvider.com account data to your new EAP Services account.

EAP Services Application		
Magellan HEALTHCARE.		순 Sign Out
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8. After you connect your MagellanProvider.com account, you will see the EAP Services landing page and have access to the new EAP features such as My EAP Cases, EASI form, EAP registration, and EAP packets.

My FAP Case	20				+ Register New Case
View access registration na	rbots or request normanit	for your registered FAD r:	acac		
To register a new case use t	the Register New Case hut	ton at the upper right	1963.		
Note: you can use the online	e EASI Form for most, but n	not all, cases. View the exc	eptions list.		
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Claire Odell	View EAP Packet	4 of 7	Ginger Brown	05B5R2000	12/19/2024-
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Cecil Schultz	View EAP Packet	3 of 5	Orlando Conkle	06T9LN000	11/05/2024-
	Submit EASI Form				05/10/2025
Audrey Flatley	View EAP Packet	5 of 8	Ginger Brown	0GA7N9000	10/27/2024-
Addrey Hattey	Submit EASI Form				04/29/2025
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Lyle Carroll	View EAP Packet Submit EASI Form	3 of 6	Garry Macejkovic	09PA6G000	09/01/2024-
Sophia Jast	View EAP Packet	5 of 7	Edith Cronin	0A8HBG000	08/16/2024-
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Steven Homenick	View EAP Packet	6 of 7	Troy Newton	0L0LZ5000	07/21/2024-
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## Video available

View our Create and Connect Website Accounts video demo