


How do I remove my providers?

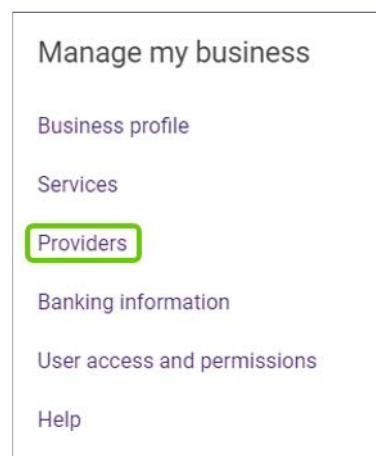


This document applies to you if you are an organization no longer working with a provider whom you previously added.

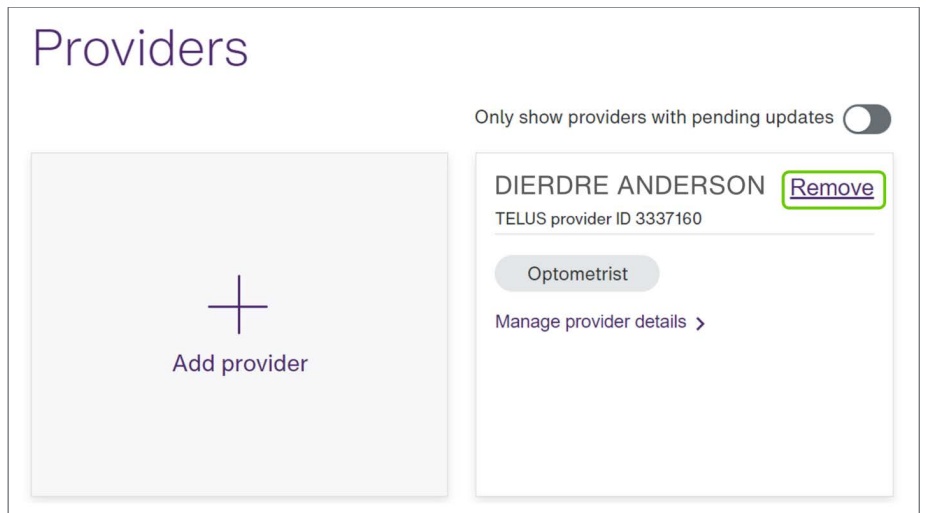
It is important to remove a provider when you terminate your relationship with them, as this will ensure billing accuracy. You can remove the provider from the provider portal, by following the steps below. It will no longer be possible to submit bills for the provider for services performed after the date the provider was unlinked.

Step 1: Access the Providers link.

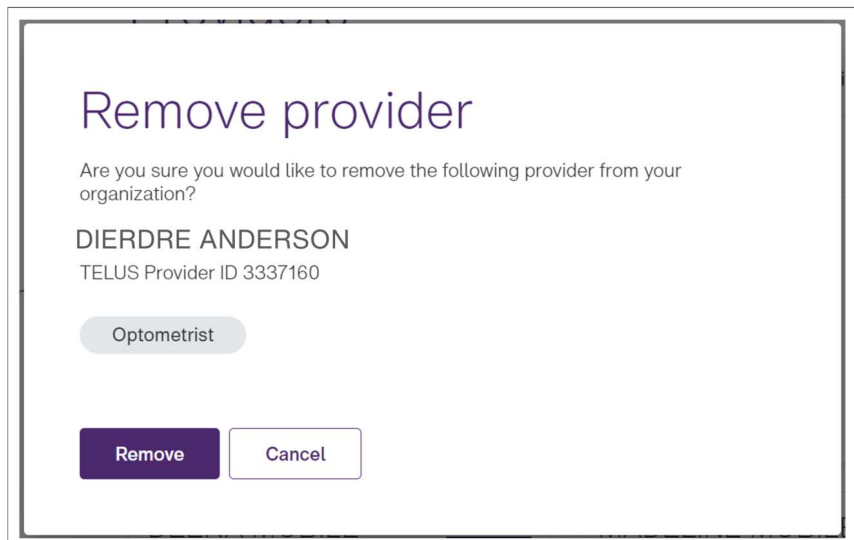
Login to the provider portal and select the menu button () menu and then the **Providers** link.



Step 2: Select Remove next to the provider you want to remove.



Step 3: Select Remove.



Learn more

To access the Providers User Guide, select the menu button (☰) → **Help** → **Providers**.

