# What's new in the provider portal for head offices?

# Support for head offices & their associated organizations.

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It is now possible for head offices to register on the TELUS registration website. Head offices can associate their organizations during registration and subsequently associate additional organizations using the **Associate an Organization** link under **My Account** in the provider portal. Head offices are able to bill on behalf of their associated organizations as described in the next section. If you don't have an official head office but nonetheless use one organization to submit bill for other organizations, you can still take advantage of this feature in the same way as if you had an official head office.

To learn more, see How do I register a head office and associate its organizations?

## Support for international head offices.



You can now register a head office, organization or provider even if you are located outside of Canada. The features described in this document apply no matter where you are located.

## Billing centralized & simplified.



As described above, head offices can submit bills for their organizations as well as for their organizations' providers. Only Canadian bank accounts are supported for online billing. To learn more, see <u>How do I centralize my billing</u>?

### Add users to your account whenever you want.



You can now add, edit and remove your account's users without the need to contact TELUS. As you hire new staff to assist you in your administrative and billing tasks, you can give them access to your account using the **User Access & Permissions** link under the **My Account** menu in the provider portal. You control their permissions, for example, if a user will be submitting bills, you can limit their access to bill submission without giving them access to your banking information.

To learn more, see <u>How do I add a user to my account?</u>

