Reviewing PCSP and Completing the PCSP Signature Addendum

For PCSPs entered 12/1/2020 and after.
Step 1: Login to the Portal

provider.sunflowerhealthplan.com

The Tools You Need Now!
Our site has been designed to help you get your job done.

Check Eligibility
Find out if a member is eligible for service.

Authorize Services
See if the service you provide is reimbursable.

Manage Claims
Submit or track your claims and get paid fast.

Login
User Name (Email):
Password:
Login

Need To Create An Account?
Registration is fast and simple, give it a try.
Create An Account

How to Register
Our registration process is quick and simple. Please click the button to learn how to register.
Provider Registration Video
Provider Registration PDF
Step 2: Using “Eligibility”
Look up the Member’s profile

What you need to know about COVID-19

Quick Eligibility Check for Sunflower Health

Member ID or Last Name
123456789 or Smith

Recent Claims

<table>
<thead>
<tr>
<th>STATUS</th>
<th>RECEIVED DATE</th>
<th>MEMBER NAME</th>
<th>CLAIM NO.</th>
</tr>
</thead>
<tbody>
<tr>
<td>X</td>
<td>09/03/2020</td>
<td>SUNSHINE</td>
<td>T000KAЕ1111</td>
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</tbody>
</table>

Recent Activity

Date       Activity

Welcome

Add a TIN to My ACCOUNT
Manage Accounts
Spend Down
Reports
Patient Analytics
Provider Analytics
Step 3: Select the member

Viewing Eligibility For: TIN

Plan Type

Sunflower Health

Date of Service

09/01/2020

Member ID or Last Name

DATE OF SERVICE

DATE CHECKED

CARE GAPS

LOCK IN

LOG ER VISIT

ELIGIBLE

Risk Category

Alerts: Diabetes

Risk Category

Alerts: Heart Failure

Sunshine

View details

ER Visit? Remove

KDHE-Approved 10/14/2020
Step 4: Eligibility Overview

This patient is eligible as of today, Sep 11, 2020

Sunshine
Name: Sunshine
Gender: F
Birthdate: Jan 3, 1943
Age: 77 years 01<1
Member #: 0123456789
Address: 123 Main St, Wichita, KS 67206

PCP Information
Name: Dr XYZ
Address: 123 Sunflower Way, WICHITA, KS 67206
Practice Type: FAMILY PRACTICE
Phone Number: 316-555-5555

Eligibility History
Start Date: Apr 1, 2020
End Date: Ongoing

Care Gaps
Risk Category Alerts: Diabetes
Risk Category Alerts: Heart Failure

Service Coordinator
Name: Sunflower

EPSDT
Risk Category Alerts: Diabetes
Risk Category Alerts: Heart Failure

Document Resource Center

KDHE-Approved 10/14/2020
Step 5a: Select “Document Resource Center”

Search the month document uploaded.
Step 5b: Open/Save Integrated Service Plan

Do you want to open or save 'PCSP81920revised.pdf from support.sunflowerhealthplan.com?'

- Open
- Save
- Cancel
Step 5c: View Integrated Service Plan
Step 6: View Signature Addendum - Select “Assessments”
Step 7: Choose PCSP Signature Addendum v2
Step 8a: Scroll to “Waiver Provider Signature”

Waiver Service Provider Signature

Are there Waiver Service Provider Signatures to collect? Yes

Service Type

Provider Name

This Person Centered Service Plan (PCSP) was developed for:

This PCSP was made on: mm/dd/yyyy

I have reviewed the Person Centered Service Plan (PCSP):

Are there more Waiver Service Provider Signatures to collect? Select

Are there more Waiver Service Provider Signatures to collect? Select

Are there more Waiver Service Provider Signatures to collect? Select

Complete fields
Step 8B: Scroll to “Waiver Provider Signature”

Mark yes if additional Waiver Service Provider Signatures to collect.

Complete fields

Are there more Waiver Service Provider Signatures to collect?

Yes

Service Type

Select

Provider Name

This Person Centered Service Plan (PCSP) was developed for:

This PCSP was made on

mm/dd/yyyy

I have reviewed the Person Centered Service Plan (PCSP).

Select
Step 9: Submit Addendum

Once the PCSP Signature Addendum is complete, a notification will be sent to the Care Coordinator within 24 hours.