



To: IPAs, PCPs & Specialists
From: IEHP – Provider Relations
Date: October 1, 2018
Subject: **Online IEHP Health Education Request Form**

This notice is to inform you that IEHP has recently enhanced the Health Education Request process. Starting **October 1, 2018**, Providers may submit a Health Education Request form online via the Provider Portal.

To submit a request, follow these simple steps:

- Log into the IEHP Provider Portal at www.iehp.org
- On the left navigation panel, locate the Requests field under the Health Education tab
- Fill in all required fields
- Click Submit

IEHP's Health Education Team will make up to 3 attempts to contact the Member to discuss our Health Education Activities and/or provide resources to the Member.

The status of your Health Education Request will be displayed under the Referrals – Status section of the Provider Portal. Please allow 14 business days to check on the status.

As a reminder, all communications sent by IEHP can also be found on our Provider portal at the following address: <https://ww3.iehp.org/en/providers/correspondence/>.

If you have any questions, please do not hesitate to contact the IEHP Provider Relations Team at (909) 890-2054.