To: IEHP Direct PCPs, Specialists & Hospitals
From: IEHP- Utilization Management
Date: June 22, 2020
Subject: New Referral instructions when selecting RUHS, ARMC, LLUCH, or LLUMC Facilities for Specialty Care on IEHP's eReferral portal

When selecting a Facility for specialty care referral requests, please follow the steps below:

- **Step 1-** select **Outpatient** for Place of Service
- **Step 2-** select a **Facility** from the Facility Search (RUHS, ARMC, LLUCH or LLUMC)
- **Step 3-** **Servicing Provider:** Select a **Facility** from the Provider Search (RUHS, ARMC, LLUCH or LLUMC). Following these steps provided will ensure a proper Referral request when selecting RUHS, ARMC, LLUCH or LLUMC for a Facility for Specialty Care.

When searching for a Servicing Provider that **belongs** to a Specialty Facility such as RUHS, ARMC, LLUCH or LLUMC and the individual Provider is not showing up in the list, please select “Facility” in the Provider Search. This will ensure proper processing for your Servicing Provider at a Specialty Facility.

As a reminder, all communications sent by IEHP can also be found on our Provider portal at: [www.iehp.org](http://www.iehp.org) > For Providers > Plan Updates > Correspondence.

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