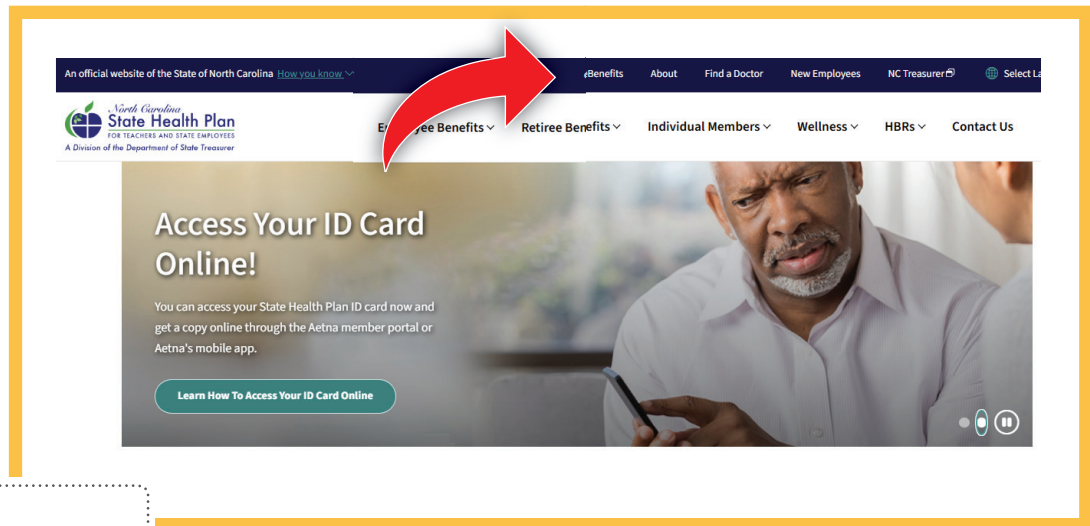


How to Select or Update your Primary Care Provider

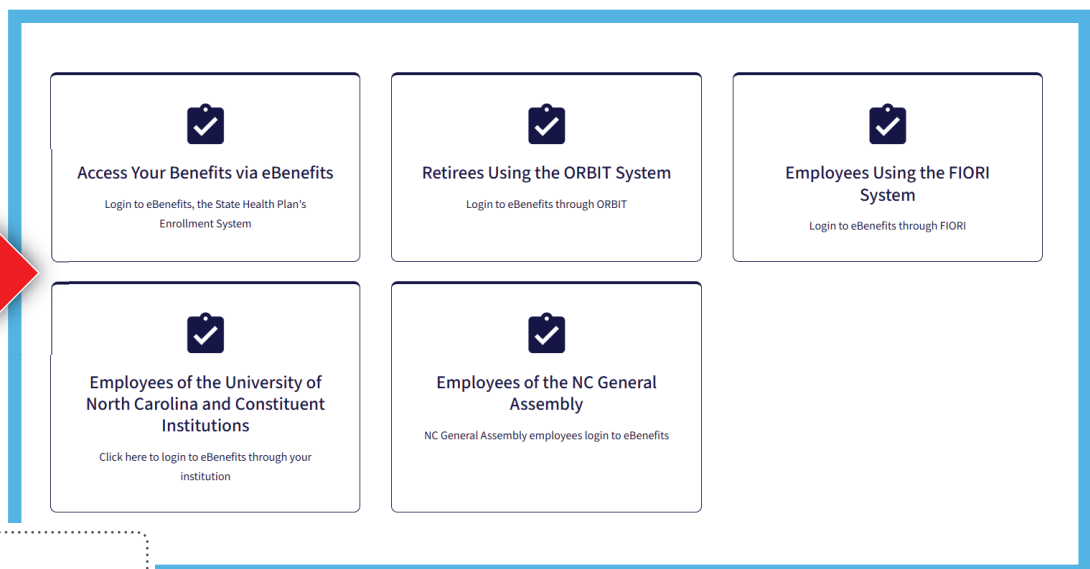
Selecting or updating your Primary Care Provider (PCP) in eBenefits, the State Health Plan's (Plan) enrollment system, is now easier than ever. Please note that it takes 7-10 days for changes to take effect and for a new member ID card to be issued. Follow the steps below to make your updates:



1

GO TO
www.SHPNC.gov
CLICK ON eBenefits

Go to the State Health Plan's website www.SHPNC.gov and click eBenefits.



2

SELECT
Appropriate
Enrollment System

If you are employed by any of the organizations in the boxes, click to select. If not, click Access your Benefits via eBenefits.

3


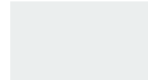


SELECT
Select or Update
Primary Care Provider


There are two ways to access this.

4

SELECT
Search

Search from the list of providers to enter your PCP (Primary Care Provider) information.

	PCP Name
	<input type="button" value="Search"/> Boos, Kaitlin A., NP
	<input type="checkbox"/> Use the same provider for my dependents
	<input type="button" value="Search"/> Boos, Kaitlin A., NP
	<input type="button" value="Search"/> Kocsis, Margaret MCCULLERS, MD

 PCP Copay Reduction Reminder

Select Search next to the member you'd like to edit.

5

ENTER Location
CLICK Apply

Find a PCP

A primary care physician (PCP) is the first point of contact for your care. Your PCP treats you when you're sick and refers you to a specialist if y

Search by Name

Enter a provider's name to see related

Search by Category

Enter your location to find providers near you.

Near

Welcome! Let's get started.

Enter the location for desired provider.

6

SEARCH by Name
or by Category

Search by Name

Enter a provider's name to see related results.

Search bar:

Near:

Search by Category

- Family Medicine**
Physicians who are trained to treat a variety of medical conditions in people of all ages.
[Family Medicine PCPs →](#)
- General Medicine**
Physicians who treat common medical conditions. They focus on your general health.
[General Medicine PCPs →](#)
- Internal Medicine**
Physicians who specialize in preventive care, diagnosis and medical treatment for adults.
[Internal Medicine PCPs →](#)
- Obstetrics & Gynecology (OB/GYN)**
Physicians who specialize in women's health. This includes care for pregnancy and childbirth.
[OB/GYN PCPs →](#)
- Pediatrics**
Pediatricians specialize in care for infants, children and adolescents.
[Pediatric PCPs →](#)
- All PCPs**
All PCPs, including Geriatric Medicine, Nurse Practitioners, OB/GYNs and more.
[All PCPs →](#)

7

SELECT Desired Filters
SELECT View Practice Locations,
then View Providers

Search by name, specialty or something else

Search bar:

Near:

Filters

Visit Type Located Within Accepting New Patients Gender All Filters 1

Advance Community Health - Horizon at Cornerstone
General Practice (5 more specialties)

Multiple Locations
Includes wheelchair accessible locations

Accepting New Patients
At some locations

Provider ID: 5927860

[View All Locations](#)

Recognitions they earned: Preferred Provider

Select the desired filters to assist in your search, then View All Locations for your desired practice. If there is more than one provider at this practice location, select View Providers.



Visit www.shpnc.gov
to learn more about copay
reductions for office visits.

Advance Community Health - Horizon at Cornerstone
General Practice (5 more specialties)

Accepting New Patients

1.54 miles from you
Wheelchair accessible location
1011 Rock Quarry Road, Raleigh, NC 27610
(919) 833-3111

Provider ID: 5927860

[View Details](#) [View Providers](#)

Recognitions they earned: Preferred Provider

8

CLICK Select as PCP
CLICK Return to eBenefits

Broder, Michael, MD
Family Practice

Accepting New Patients

1.54 miles from you
Wheelchair accessible location
1011 Rock Quarry Road, Raleigh, NC 27610

(919) 833-3111

Provider ID: 8073583

☐ Compare

View Details **Select as PCP**

Recognitions they earned

Preferred Provider

BM
In Network

You're now leaving the Aetna website.

You've selected this provider as your primary care physician (PCP):

Broder, Michael, MD
Family Practice

This provider's name will be saved with your information on eBenefits.

Return to eBenefits **Cancel**

9

CLICK Next
CLICK Next
CLICK Save

PCP Name

Broder, Michael, MD

☐ Use the same provider for my dependents

Boos, Kaitlin A., NP

Kocsis, Margaret MCCULLERS, MD

Next **Previous** **Cancel**

Medical
Provider Summary

PCP Name

Broder, Michael, MD

Boos, Kaitlin A., NP

Kocsis, Margaret MCCULLERS, MD

Next **Previous** **Cancel**

Plan details **Edit to Change Benefit**

Save **Cancel**

This will bring you back to eBenefits with this Provider now listed as your PCP.
Be sure to click the final green **SAVE**.