

LGBTQ+ PROVIDER DIRECTORY

Instructions to self-identify as interested and experienced in
caring for LGBTQ+ patients

November 2022

Together, all the way.®



LGBTQ+ Provider Directory

- Our online directories have been enhanced to display providers who have self-identified as interested and experienced in caring for LGBTQ+ patients.
- You can add one or more of the LGBTQ+ attributes (LGBT Issues, Gender Dysphoria, HIV/AIDS) to your Cigna directory profile by updating your information in CAQH* ProView® at any time.
- If you don't currently use ProView, please contact your Provider Relations Representative to add one or more of the LGBTQ+ attributes to your directory profile.



* Council for Affordable Quality Healthcare (CAQH) ProView® is a resource for providers to self-report professional and practice information to payers, hospitals, large provider groups, and health systems. It eliminates duplicative paperwork for these organizations that may require provider profile information for claims administration, credentialing, directory services, and more. Through an intuitive, profile-based design, providers can enter and maintain information for submission to their selected organizations.



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1. Go to CAQH ProView at <https://proview.caqh.org/pr>. Enter your username and password, then select **Sign In**.

Welcome to the CAQH ProView application

CAQH Solutions | **PROVIEW.**

CAQH ProView®

Welcome to CAQH ProView.

CAQH ProView is more than a credentialing database. Available at no cost to you, CAQH ProView eliminates duplicative paperwork with organizations that require your professional and practice information for claims administration, credentialing, directory services, and more.

Through an intuitive, profile-based design, you can easily enter and maintain your information for submission to your selected organizations. Help reduce inquiries for your administrative information and save even more time by keeping your CAQH ProView profile complete and up-to-date. Ensure that the healthcare organizations you authorize have instant access to accurate, timely information.

Sign in on the right to update your existing profile information or, if you are a new provider to CAQH ProView, register to create a profile.

CAQH ProView Reference Material

- CAQH ProView Provider User Guide v25
- Video: Single Sign-on for Dentists
- Video: Practice Location Reconciliation
- Video: I forgot my username/password
- Editing SSN and DOB Quick Reference Guide
- SSN Validation
- AHA List in the Domain Table
- Video: Documents Page Redesign Walkthrough
- Dentist Quick Reference Guide
- Video: Practice Location Enhancements effective 10/13/20

SIGN IN

[Check for CAQH ID](#)

Username

[Forgot Username](#)

Password

[Forgot Password](#)

☐ Remember me

Sign In

FIRST TIME HERE?

1. Dentists: Sign in or register for the first time at the American Dental Association's portal. [Register on ADA](#)
2. If you received a welcome email, use the link in your email to begin the sign in process.
3. If you are new to CAQH ProView, [register now](#).

[Practice Manager Sign In](#)
[Participating Organization Sign In](#)

TERMS OF SERVICE
PRIVACY
CAQH.ORG

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Weekly Maintenance Window: Sundays, 12:00 AM - 8:00 AM ET
Monthly Deployment Window: Second Monday, 12:00 AM - 8:00 AM ET
(Deployment on Tuesday for Federal Holidays)
ProView and its adjacent solutions will be unavailable during all times above, including the APIs and sFTP.



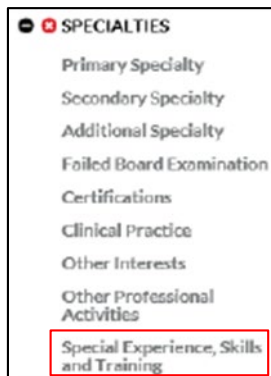
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2. You will see the CAQH ProView Home page after a successful login. Under **PROFILE DATA**, select **Specialties**.



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- Under the Specialties category, select **Special Experience, Skills and Training**.



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- Under Patient populations, select **Lesbian, Gay, Bisexual, Transgender (LGBT) Issues, Gender Dysphoria, and/or HIV/AIDS**, as appropriate.
- Select **Save & Continue**.

Special Experience, Skills and Training

Please select one or more special experience, skills and training that apply from the list below:

Patient populations	Physical Conditions
<input type="checkbox"/> Adolescents	<input type="checkbox"/> Blindness Or Visual Impairment
<input type="checkbox"/> Children	<input type="checkbox"/> Deafness Or Hard-of-hearing
<input type="checkbox"/> Children in the Care or Custody of DCF (Department of Children and Families)	<input type="checkbox"/> People with Disabilities
<input type="checkbox"/> Child Welfare	<input type="checkbox"/> Physical Disabilities
<input type="checkbox"/> Homelessness	
<input type="checkbox"/> Lesbian, Gay, Bisexual, Transgender (LGBT) Issues	
<input type="checkbox"/> Youth Affiliated With DYS (Department of Youth Services) Either Detained or Committed	
Behavioral Conditions	Therapeutic Methods and Tools
<input type="checkbox"/> Anger Issues	<input type="checkbox"/> Dialectical Behavioral Therapy (DBT)
<input type="checkbox"/> Anxiety	<input type="checkbox"/> Group Therapy
<input type="checkbox"/> Attention Deficit/Hyperactivity Disorder (ADHD)	<input type="checkbox"/> Marriage and Family Therapy
<input type="checkbox"/> Bipolar Disorder	<input type="checkbox"/> Medical Illness and Therapy
<input type="checkbox"/> Depression	<input type="checkbox"/> Medication Management and Therapy
<input type="checkbox"/> Gender Dysphoria	<input type="checkbox"/> Neuropsychological Testing (Adolescents)
<input type="checkbox"/> Geriatric Behavioral Health	<input type="checkbox"/> Neuropsychological Testing (Children)
<input type="checkbox"/> Obsessive Compulsive Disorder (OCD)	<input type="checkbox"/> Play Therapy
<input type="checkbox"/> Serious Mental Illness	<input type="checkbox"/> Postpartum Depression and/or Psychosis
<input type="checkbox"/> Sleep Disorders	<input type="checkbox"/> Psychological Testing (Adolescents)
<input type="checkbox"/> Substance Abuse	<input type="checkbox"/> Psychological Testing (Children)
<input type="checkbox"/> Trauma	
Additional Experience, Skills or Training	
<input type="checkbox"/> Autism Spectrum Disorders	
<input type="checkbox"/> Chronic Illness	
<input type="checkbox"/> Co-occurring Disorders	
<input type="checkbox"/> HIV/AIDS	
<input type="checkbox"/> Other	



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Important note: Once you have completed your self-identification, ensure that each profile section is complete (green). You must re-attest in order to publish your updated data.

1. Select the **HOME** tab.
2. Under **PROFILE DATA**, select any categories that are showing as incomplete (yellow) and complete the required information.
3. Select **REVIEW & ATTEST**.

HOME PROFILE DATA DOCUMENTS AUTHORIZE

Welcome, Bethany.
Provider Status: Profile Data Submitted (1/8/2021)

Next: Submit your documents for approval **REVIEW & ATTEST**

You have made changes to your profile since your last attestation. You must attest for Participating Organizations to see your updated data.

Start here

PROFILE DATA 96% complete, 4 required questions remaining

Personal Information 92% complete
Updated January 8, 2021, 1 required question remaining

Professional IDs Required fields complete
Updated January 8, 2021

Education and Professional Training 96% complete
Updated January 11, 2021, 3 required questions remaining

Specialties Required fields complete

Practice Locations Required fields complete
Updated January 11, 2021

Hospital Affiliations Required fields complete
3 Hospital Affiliation records



3. The “You are ready to attest!” screen will display. Review all information, then select **ATTEST**.



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5. The **Attestation Completed** screen will display.

Attestation Completed

You have successfully attested to your profile.

If this is your first attestation, you will need to submit all required documents before participating organizations receive your information. Otherwise, please check the Documents status Indicator on the upper right corner of the page to see if you need to update any documents.

For more information about CAQH, please visit www.caqh.org.

Receive Faster Payments and Reduce Costs with Electronic Claims Payments

Paper checks for claims payments cost healthcare practices four times as much as direct deposit-on average more than \$4 for each payment in excess processing costs.¹

EnrollHub[®] from CAQH enables you to enroll in electronic funds transfer (EFT) and electronic remittance advice (ERA) with multiple health plans through one easy, secure process.

EnrollHub is free to providers. Join the 500,000+ already participating.

If you need more assistance on this, please call 1-844-815-9763.

[Learn More](#)[Register Now](#)

^[1] 2016 CAQH Index

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For detailed instructions on entering your profile information in CAQH ProView, as well as the steps to authorize, attest, and maintain your data profile through re-attestation, view the [CAQH ProView Provider User Guide](#).



Contact CAQH

CAQH Provider Help Desk

Chat: <https://proview.caqh.org/PR/>

Chat hours:

Monday – Friday: 8:30 a.m. to 6:30 p.m. (ET)

Phone: 888-599-1771

Phone Hours:

Monday – Thursday: 7:00 a.m. – 9:00 p.m. (ET)

Friday: 7:00 a.m.– 7:00 p.m. (ET)



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