



## **Getting Started:**

Within OneView® you can create additional Groups/ Organizations which we call "FAC Profiles" which allow you to track data, documents, and credentialing information for a facility (in the same way you would for a provider).

			<b>Add Provider:</b> Click here to start adding a FAC Profile.
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#### Tip Guide: FAC Profile Management - Creating your FAC Profile V1

#### You can create a FAC Profile by applying the same process used to add a new provider.

Simply navigate to the **'Add Provide**r' button located in the top righthand corner of your OneView® Team dashboard and then follow the additional steps outlined in the image shown.

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### Tip Guide: FAC Profile Management - Creating your FAC Profile V2

#### **Creating your FAC Profile V2:**

When using V2, you should adhere to the same workflow outlined in the previous slide.

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#### Tip Guide: FAC Profile Management - Finding your New FAC Profile V1 & V2

#### **New FAC Profile Here:**

You will find your new FAC Profile in your team roster with the abbreviation "FAC" following the facility name as outlined in the images for OneView V1



#### **New FAC Profile Here:**

You will find your new FAC Profile in your team roster with the abbreviation "FAC" following the facility name as outlined in the images for OneView V2

### **OneView V1**

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#### **OneView V2**

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#### Managing Your FAC Profile: Key Actions to Know:

When performing actions such as renaming your facility, adding payors, or uploading documents, follow the same steps and procedures used for completing a Provider Profile to populate your FAC Profile in both V1 & V2.



<b>Renaming Your Facility:</b>	In the personal info tab,
you can change the First/l	_ast Name at anytime.

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**Frequently Asked Questions** 

# Q: Many of my providers have the same list of Payors and locations. Would an FAC be helpful for me?

Yes! An FAC profile is a great way to store information that you want to copy onto other provider profiles. Build a list of Payors and Locations in your FAC to quickly Copy/Paste from one profile to another. This can be a great time saver when creating a new provider profiles.

## Q: I have to credential for both groups and facilities. Can I have a group and/ or facility as a profile type?

Yes, you can by creating the profile as a FAC. You can use the various sections of the profile to manage and keep track of expirable items, start tracking events, and various other credentialing items just as you would for an individual provider. Though not all integrations work for all facility types many of the features will and updates to the platform are made regularly.

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For additional questions or further training, contact the Modio Team via:





**Email:** support@modiohealth.com



Phone: 844.696.6346

