

# You're invited to attend a live Aetna<sup>®</sup> provider webinar

## Invest an hour now, barely lift a finger later

Make manual tasks, like making phone calls, a thing of the past. Our electronic transactions help make it easier to do work with us. See how during one of our live provider webinars.

### Why our webinars are worth your time

We've created our webinars with you — our providers — in mind. We'll show you how to get the most out of **our provider portal on Availity<sup>®</sup>**. You'll breeze through your administrative tasks and get more time back in your day. Spend an hour with us. Availity will become your go-to website for doing business with us electronically. Our trainers will share their tips and tricks, so you get the most out of Availity. Ask questions and get answers on the spot. Our webinars are focused on Availity and are open to all providers, whether you're participating with us or not.

Here are the webinars we offer. Pick the ones that are right for you. Then go to **[AetnaWebinars.com](https://www.aetna.com/webinars)** to register. Before you join us for a webinar, we recommend **registering for Availity**.

### Working with Aetna<sup>®</sup> on Availity<sup>®</sup>

**Offered the first Tuesday of every month, from 2 PM to 3:30 PM ET**

This super-sized webinar is so chock-full of information, we couldn't fit it in an hour. It's great for anyone who wants to learn how to use the Availity provider portal to work with us. You'll learn how to register for Availity, contact us electronically (no more phone calls!) and navigate the site. We'll highlight the tools and transactions and how to get the most out of Availity.

After the webinar, we'll send you a list of tips and tricks to keep handy.

### Claim management using Availity<sup>®</sup>

**Offered the third Tuesday of every month, from 2 PM to 3 PM ET**

This webinar is great for anyone involved in revenue cycle management. You'll learn how you can use the Availity provider portal to submit claims online, check claim status and view Explanation of Benefits (EOB) statements and Remittances. With our Disputes and Appeals functions, you'll learn how to send supporting documentation electronically and dispute claims.

After the webinar, we'll send you a list of tips and tricks to keep handy.

## Authorizations on Availity®

**Offered the second Wednesday of every month, from 2 PM to 3 PM ET**

This webinar is for anyone managing the authorization (precertification) process for their practice or facility. We'll show you how to:

- Find out if a procedure needs prior authorization
- Review the Authorization Add and Inquiry transactions
- Complete the clinical questionnaire
- Upload supporting documentation
- Process referrals

After the webinar, we'll send you a list of tips and tricks to keep handy.

Are you looking for instructions on how to submit drug prior authorization requests on Novologix®? Register for our **Submitting drug prior authorization requests using Novologix** webinar.

## Submitting drug prior authorization requests using Novologix®

**Offered the second Thursday of every month, from 1 PM to 2 PM ET**

This webinar is for anyone who submits specialty drug prior authorizations. We'll show you how to:

- Use the Novologix portal (through Availity) to submit a specialty prior drug authorization
- Initiate a National Comprehensive Cancer Network® regimen (NCCN)
- Check the status of a pending request

## Webinars for new and current providers and staff

New to Aetna? Or looking to see what's new since you joined? Join us for our Doing business with Aetna® webinar. This course is for new and current providers and their staff. (If you're looking for how to use Availity to work with us electronically, you should register for one of our other webinars.)

## Doing business with Aetna®

**Offered the second Tuesday and third Wednesday of every month, from 1 PM to 2:15 PM ET**

This webinar is open to new and current contracted providers and staff only.

Join us for a tour of our Provider Onboarding Welcome page. You'll discover Aetna tools and resources to make your day-to-day tasks with us simple and quick.

Learn about:

- Where to locate clinical and payment policies, online forms, provider manuals and referral and Medicare directories
- Our list of participating electronic vendors and clearinghouses to submit electronic transactions such as Eligibility and Benefits Inquiry, Precertification, Claim Submission and Status
- How to update your provider data and more



**See you on a future webinar!**

Availity is a registered trademark of Availity, LLC. The National Comprehensive Cancer Network® (NCCN) is a registered trademark of the National Comprehensive Cancer Network.

**Aetna is the brand name used for products and services provided by one or more of the Aetna group of companies, including Aetna Life Insurance Company and its affiliates (Aetna).**

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