

Subject: Provider/Practice Change Requirements

**Action Required: Providers with any practice changes are required to follow instructions below depending on your ACO product participation.**

If you have any changes in your practice, please notify your assigned Practice Outreach Manager (POM) 30 days prior to any changes:

-North of SR52 - Stacy Pevney at [pevney.stacy@scrippshealth.org](mailto:pevney.stacy@scrippshealth.org) or 858-537-7910  
-South of SR52 - Eydie Strouse at [strouse.eydie@scrippshealth.org](mailto:strouse.eydie@scrippshealth.org) or 619-279-9868

Any change to your practice may include but is not limited to:

- Demographic changes (i.e., change in phone number or address)
- Addition of a new provider
- Removal of a provider
- Changes to your practice or a provider's TIN

**Qualcomm Premier Network Providers:** If you have recent practice changes, please notify your assigned POM and follow the steps below. A friendly reminder, UHC requires attestation every 120 days.

- Go to [UHCprovider.com](http://UHCprovider.com) and click Sign In at the top right corner to access the UnitedHealthcare Provider Portal
  - Sign in to the One Healthcare ID page using your existing ID and password
  - On your dashboard, go to Practice Management and open My Practice Profile
- If your demographic information does not appear for your practice, you can:
- To access the Care Provider Demographic Information Form go to:  
<https://www.uhcprovider.com/content/dam/provider/docs/public/resources/link/Demographic-Change-Request-From.pdf> and email to [hpdemo@uhc.com](mailto:hpdemo@uhc.com)
  - Or call 877-842-3210 and say, "health care professional services," then "demographic changes"

**Medicare Shared Savings Providers:**

- Notify your assigned POM and submit any changes to the Provider Enrollment Chain and Ownership System (PECOS), the electronic Medicare enrollment system  
<https://pecos.cms.hhs.gov> For additional information on PECOS:  
<https://pecos.cms.hhs.gov/pecos/help-main/faq.jsp>

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