

REVEAL Tip Sheet

Independent Health's REVEAL provides you with immediate access to the following:

- Current Status on all existing voucher information.
- PCP roster reports with new, current, and **deleted** patients.
- Community Fee Schedule

REVEAL's web-based viewer displays PDF files in their original, graphically rich format or in text format. You can toggle between views depending on your preference. This versatility also allows you to search, download and print a PDF report or voucher in the format you desire.

You will need the following software to download or save your voucher.

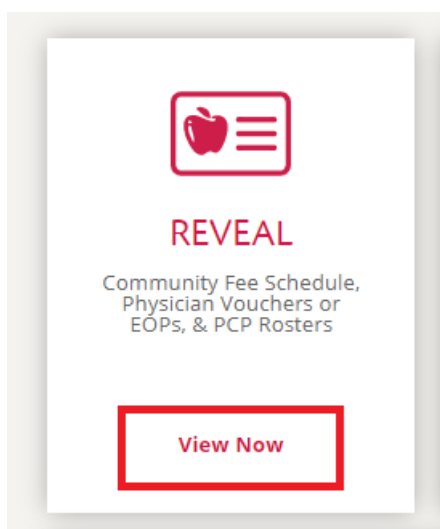
- Adobe Acrobat Reader: [Download a free copy of the Acrobat Reader software.](#)

Accessing REVEAL

REVEAL can be accessed from the provide portal two ways.

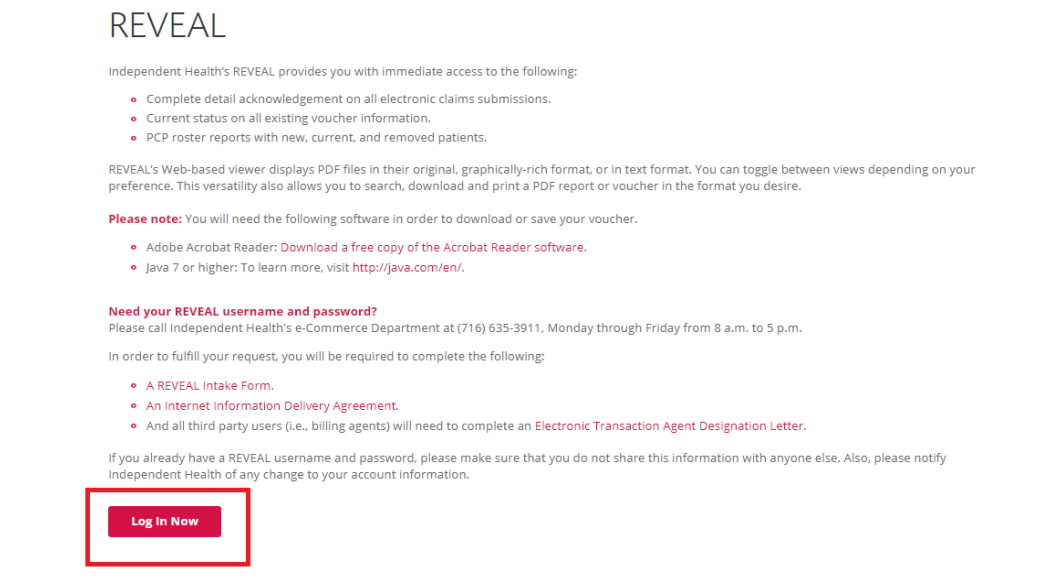
1. **From the home screen, launch the REVEAL Page by selecting View Now on Account Home Page**

Figure 1: Accessing REVEAL from the Account Home Page



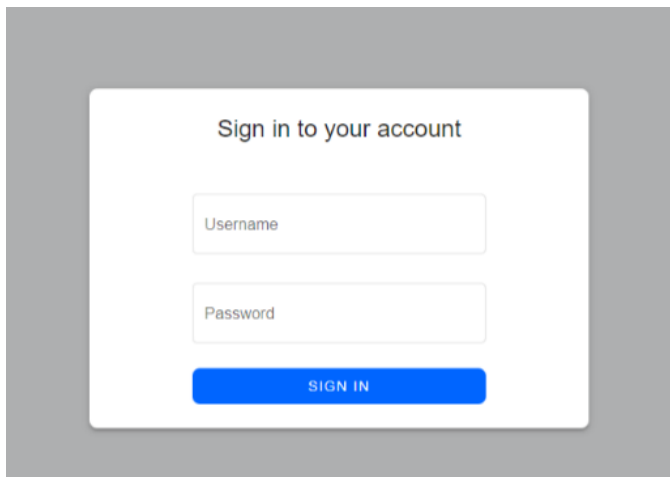
2. From the REVEAL Page Select Log in Now

Figure 2: REVEAL Page



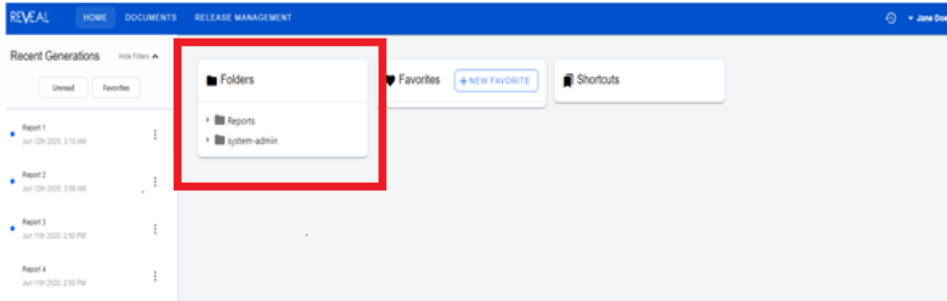
3. Log in to REVEAL. If you require log in credentials, please visit the REVEAL page in the provider portal to access the required forms for requesting an account.

Figure3: REVEAL Log In



4. From the REVEAL landing page, you are able to select the specific type of report (Physician Roster, Community Fee Schedule or Medical Vouchers and Checks) you wish to view by tapping on Folder.

Figure 4: REVEAL Landing Page select Report Category



5. Viewing recent reports

Recent new files are shown in the Recent Generations list on the left side of the home page. Click on a generation to view it. Click the three-dot menu to take other actions like downloading the file. Click “Unread” or “Favorites” at the top of the list to show only generations you have not read or generations from documents you have favorited.

Tip: If there are a lot of generations you do not need in the Recent Generations list; you can use the Favorites pane on the home page to select the documents you use most often. In addition to making the “Favorites” filter on the Recent Generations list more useful, the full document list in the Documents shows favorited documents at the top of the list.

Figure 5 A: View Reports

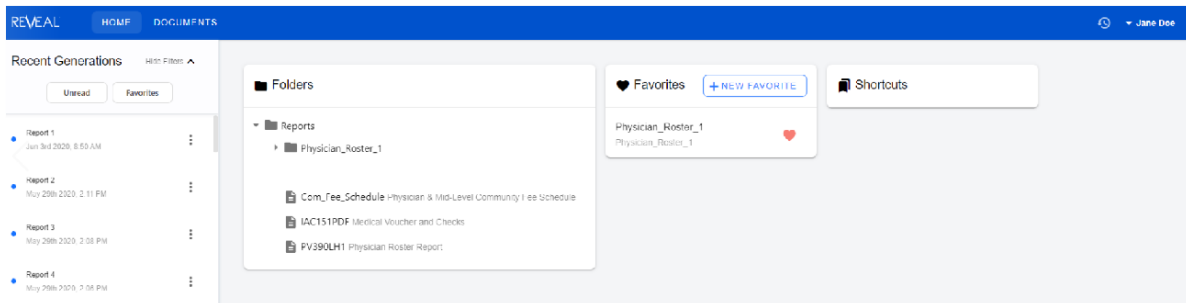
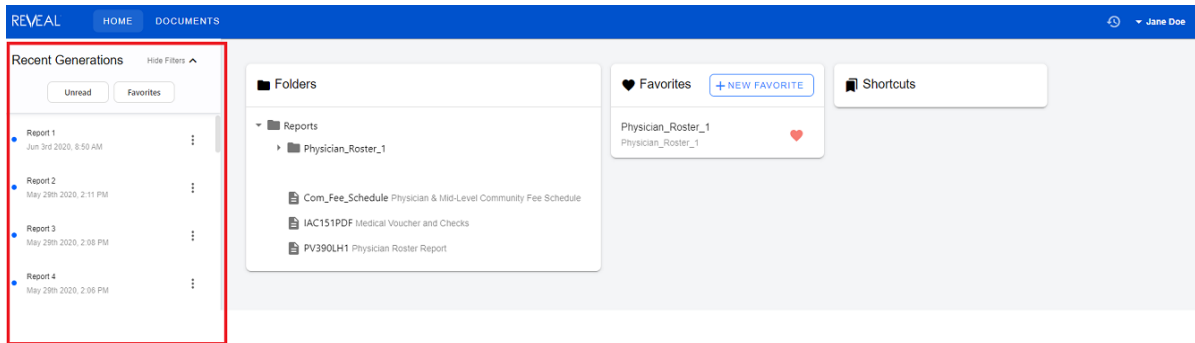


Figure 5 B: View Recent Generations

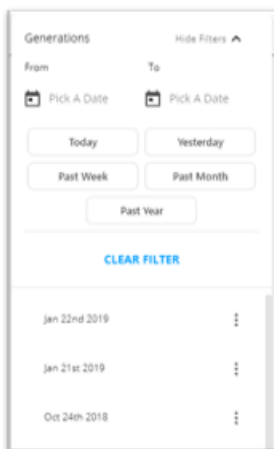


6. View older generations

All generations can be accessed on the Documents page. At the top of the screen, in the blue navigation bar, click “Documents” to go to the document page. On the Documents page, the gray bar at the top of the screen lists the current document and generation selection. To select a different document, click the word “Document:” in the bar. Select the document you need from the list of documents.

The list puts your favorites at the top, but you can type in the Search box at the top of the list to filter the list by document name and description. You can select a specific generation by clicking “Generation:” in the gray header. Click through the list with the page controls at the bottom of the list, or, if you know the time frame of the generation you want, click “Show Filters.” There are several quick filters to choose from, or you can set your own by clicking the dates. Remember to click “Clear Filter” to dismiss a filter you are done with.

Figure 6: View older generations



If you have any questions about REVEAL, please email us at ProviderPortal@Independenthealth.com