

Requesting providers be added to the HUB:

Change Title to something like:

Please add the following provider: Erica Powell, CRNA, DR2722, 1447600184

*** make sure to add the NPI number from the Unicenter form under the Properties tab ***

For Solution select: Connectivity Hub

For Environment select: p5088

Add Don and Christine as Interested Parties

Copy the title to the Description and add an example number.

Grab the SR details: 418399601 Nov 21, 2017 8:06 AM 449

Update the change order ticket to completed in Unicenter:

Back to Unicenter -> Workflow Tasks

Click on task number 9050

Click Edit

Type your name into assignee and completed by

Change Status to Complete

In Action Taken type something like: Opened SR 418399601 in Cerner to add to Hub

Then click save

We skip: address changes, name changes, deactivations

**** Example ****

In uCern support:

Please add the following as Allscripts Physicians similar to SR 415342137:

William Dorsey, AA, DR2740, NPI#1497274807

Ashley Fleming, ARNP, DR2186, NPI#1205274651

Vickie Geibel, CRNA, DR2741, NPI#1346358561

Kimberly Gross, PA-C, DR2690, NPI#1710212295

William Kunkle, PA-C, DR2744, NPI#1225547243

In Change Order Task Taken section:

Opened SR 418424592 in Cerner to add to Hub