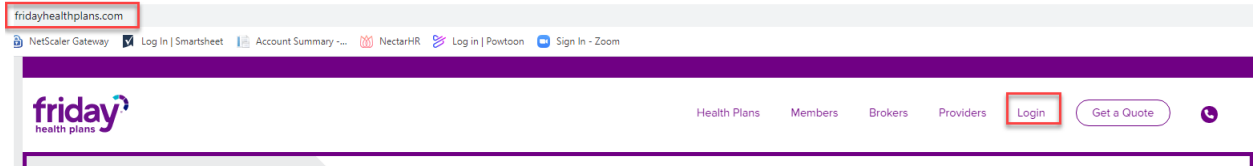




Friday Provider Portal Access

Friday Health Plans offers a Provider Portal, a secure website that is easy to navigate and full of ways to help provider users manage their patient's benefits.

- 1) Go to www.fridayhealthplans.com and click on login and select providers on the top right corner. All users must provide information to FHP to approve and initiate the user for access to the portal.



- 2) First time users must register for a provider portal. Click the “Here” link to open the registration page. And fill out the portal registration form

The screenshot shows the Friday Health Plans Provider Portal Registration page. On the left, there is a grey banner with the text 'Provider Registration' and 'Get set up on the Friday Provider Portal.' with a right-pointing arrow. On the right, there is a registration form titled 'Friday Health Plans Provider Portal Registration' with a red asterisk indicating required fields. The form contains the following fields:

- Email address *
Your email
- First Name *
Your answer
- Last Name *
Your answer
- Title *
Your answer
- Office Phone *
Your answer
- Cell Phone
Your answer
- Username
Your answer
- Name of Provider *
Your answer
- Provider TIN *
Your answer

At the bottom of the form is a 'Submit' button.



3) Once the user has registered for a provider portal and FHP approves the user, they will receive a confirmation email with the username and a link back to the portal site.

To: Barbara Seykora <barbara.seykora@fridayhealthplans.com>
Subject: Please confirm your registration

Hello Lisa,

Thank you for registering for the Friday Health Plans provider portal site.

Your username is barb2

Please take a moment to confirm your email address by clicking the link below:

The link below will only be active for 7 days.

<https://providers-melody.uat.zipari.net/user/verify/registration/5f26caa-10f7-4977-bcfe-f41ac008ed36>
(If the link above does not work, please copy and paste it into your browser's address bar.)

Once you click the above link, you will have to follow the instruction on the login page to setup your password.

PLEASE NOTE: Your registration will not be complete until your email and username have been confirmed.

If you've already verified your email address, please log in to site at: <https://providers-melody.uat.zipari.net/login/>

Any issues? Please contact Customer Service at 800-475-8466.

Thank you!

3) Click on the portal link and then click “Forgot Password”

Username

Password

SUBMIT CLEAR

[Forgot Password | Forgot Username | Resend Email Verification](#)

4.) Follow the forgot password instructions. Enter in the username and click submit

Forgot Password

Enter username to reset password

SUBMIT CLEAR

✔ Password reset submitted. Please check your email for further instructions.

Forgot Password

Enter username to reset password

SUBMIT CLEAR



5.) Go back to your email and confirm the account password

From: admin@zipari.com <admin@zipari.com>

Sent: Saturday, December 22, 2018 1:13 PM

To: Barbara Seykora <barbara.seykora@fridayhealthplans.com>

Subject: How to reset your Friday Health Plans password

Hello Lisa,

You have recently requested to change your Friday Health Plans password.

If you are completing a NEW registration, please click below to set up your password.

If you believe you have received this email in error (or if you no longer wish to change your password), please delete this email and your password will remain unchanged.

To change your password, please click the link below! If the link does not work, simply copy and paste it into your browser:

<https://providers-melody.uat.zipari.net/user/reset/1f699c94-fa0d-4b20-b04d-439ff1d78ef2>

If you have any questions or concerns, please contact Member Services at 800-475-8466. We're here to help!

Thank you,
Friday Health Plans Team

6.) Click on the portal link to get back to the login page of the provider portal.

Username

Password

SUBMIT CLEAR

[Forgot Password](#) | [Forgot Username](#) | [Resend Email Verification](#)