## **How to Use the Community Care Provider Directory**

Our provider directory is designed to provide you with the most up-to-date list of providers in our network. Providers are displayed by provider name in ascending order.

### Search by Provider Name

To search by provider name, first select the county you want to search in. Then click Provider Name. You should then see a Provider Name textbox. Enter all or part of the name you'd like to search for. Then press the Search button. Results matching your search criteria will be displayed in a list.

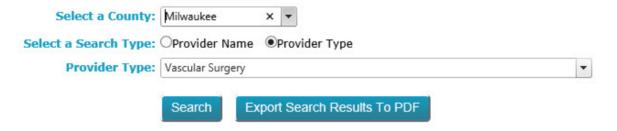


# Search by Provider Type

To search by provider type, first select the county you want to search in. Then select Provider Type as your search type. You should then see a dropdown box. Select a Provider Type from the list. Then press the Search button. Results matching your search criteria will be displayed in a list.

### Search by Provider Type

To search by provider type, first select the county you want to search in. Then select Provider Type as your search type. You should then see a dropdown box. Select a Provider Type from the list. Then press the Search button. Results matching your search criteria will be displayed in a list.



#### Change the Number of Providers Displayed Per Page

6 providers are displayed on each page. If you want to change this number, click on the dropdown box next to the Page Sizeand select a number other than 6.



#### **Paging Through the Provider List**

- ullet To advance to the next page of providers, press the button labeled  ${\it Next}$  as shown above.
- To go back to the previous page in the list of providers, press the button labeled **Prev** as shown above.
- To go to the last page in the list of providers, press the button labeled *Last* as shown above.
- To return to the first page in the list of providers, press the button labeled First as shown above.

#### **Exporting the Provider List to Adobe PDF Format**

Click the button labeled *Export Search Results to PDF* as shown below to create a PDF version of the provider list. You will be prompted to open the PDF or save it to your computer's hard drive. The PDF will contain only the providers that match your search criteria and your filter criteria.

Export Search Results To PDF