

**ForwardHealth Provider Portal
HealthCheck**

June 3, 2016

User Guide

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1 Introduction

HealthCheck, also known as Early and Periodic Screening, Diagnosis, and Treatment (EPSDT), is a screening program that delivers preventive health services including a physical exam, health history, and diagnosis and treatment to members under 21 years of age enrolled in BadgerCare Plus and Wisconsin Medicaid. All BadgerCare Plus and Medicaid members under age 21 are eligible for HealthCheck services.

Under HealthCheck “Other Services,” eligible members may receive health care services that are not otherwise covered or that exceed coverage limitations.

Through the HealthCheck function on their secure ForwardHealth Portal account, providers can search current member records for information about previous HealthCheck screenings and screening claims processed and link to the Wisconsin Immunization Registry (WIR) website to view immunization data.

For more information about HealthCheck, refer to the HealthCheck (EPSDT) service area of the ForwardHealth Online Handbook.

2 Navigate to the HealthCheck Page

1. Access the ForwardHealth Portal at <https://www.forwardhealth.wi.gov/>.

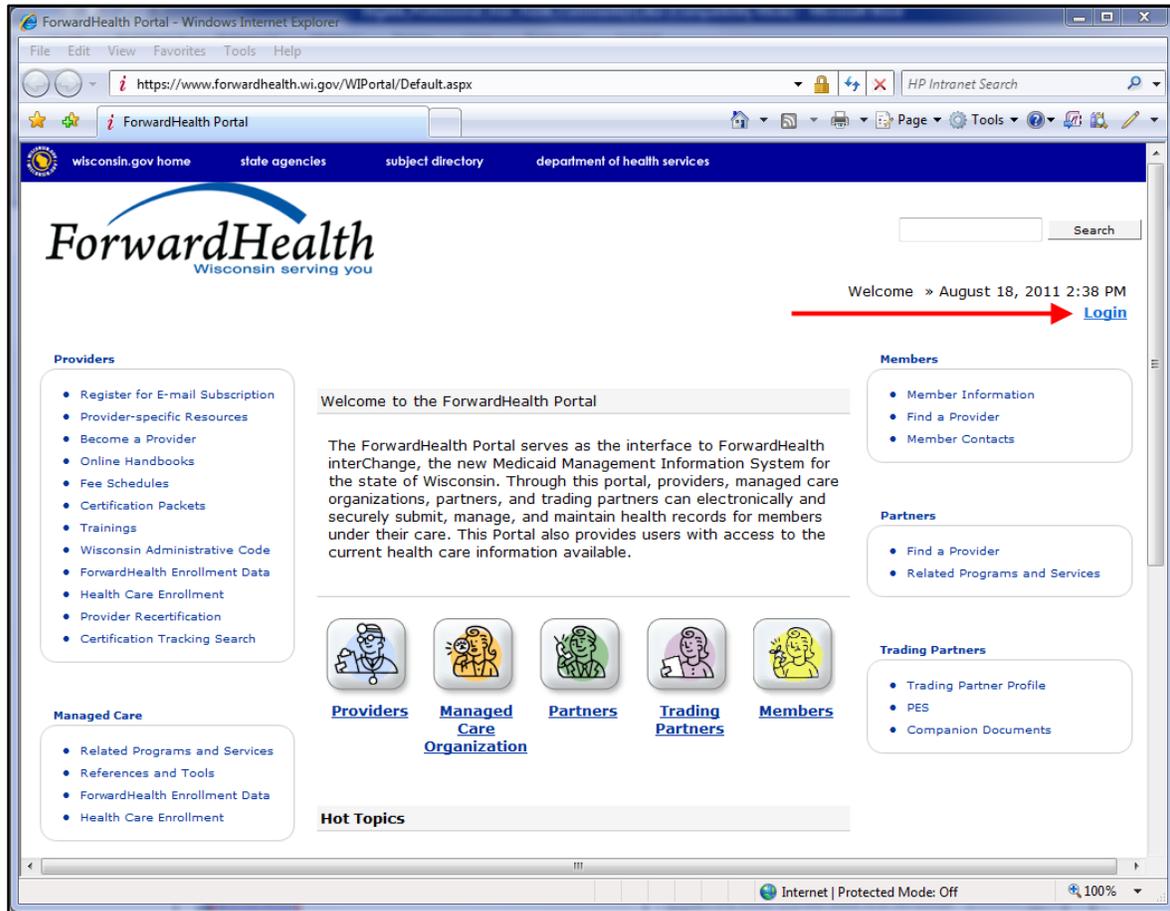


Figure 1 ForwardHealth Portal Page

2. Click **Login**. The ForwardHealth Portal Login box will be displayed.

ForwardHealth Portal Login:

Username

Password

- [Logging in for the first time?](#)
- [Forgot your password?](#)
- [Account Users Guide](#)

Figure 2 ForwardHealth Portal Login

3. Enter your username.
4. Enter your password.
5. Click **Go!** The secure Provider page will be displayed.

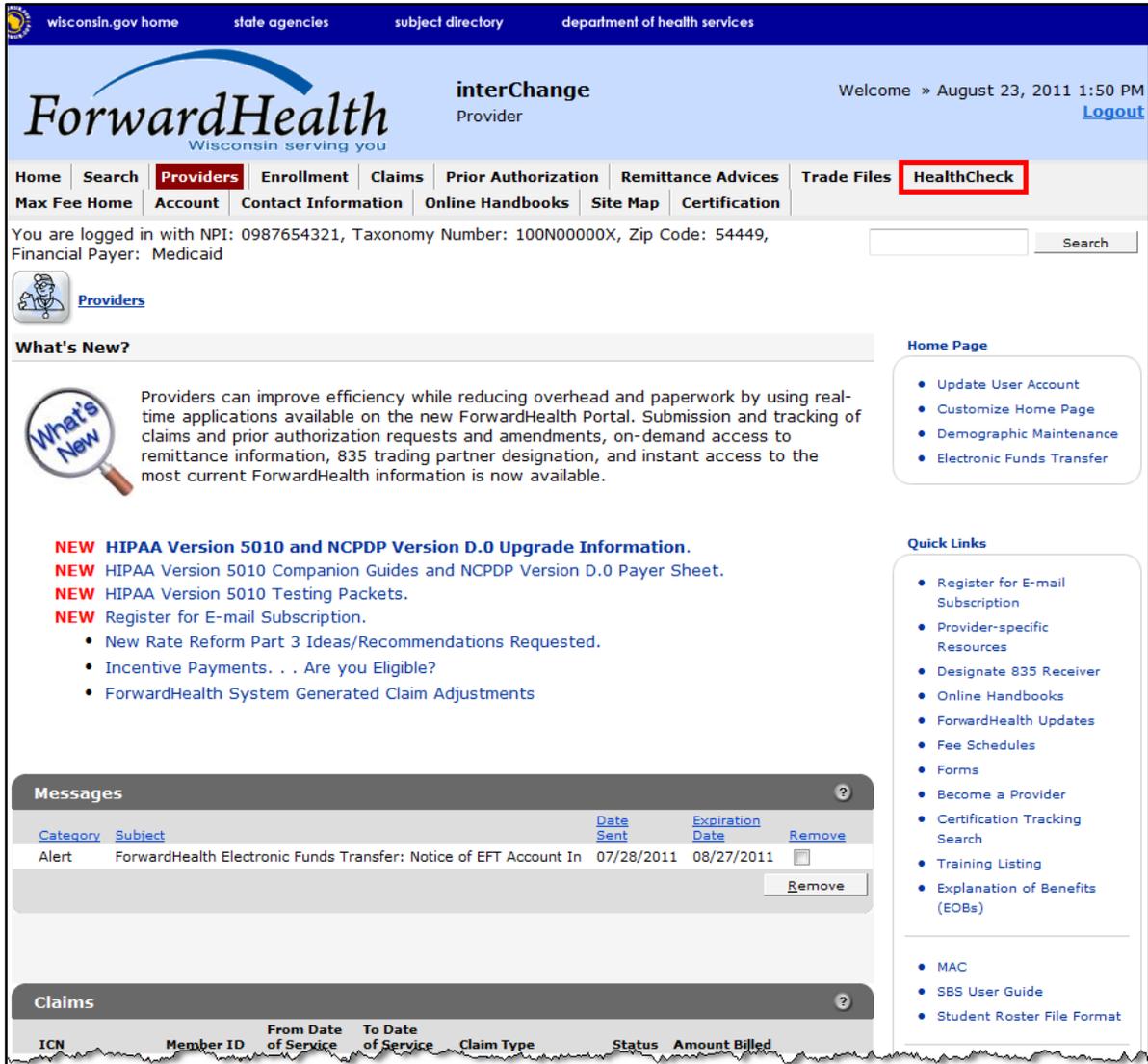


Figure 3 Secure Provider Page

- Click **HealthCheck** on the main menu at the top of the page. The HealthCheck page will be displayed.

The screenshot shows the ForwardHealth provider portal interface. At the top, there is a blue navigation bar with links for 'wisconsin.gov home', 'state agencies', 'subject directory', and 'department of health services'. Below this is a white header area with the ForwardHealth logo and 'interChange Provider' text. A welcome message for 'Physician ABC' is displayed on the right. A main navigation bar contains several menu items, with 'Health Check' highlighted in a red box. Below the navigation bar, a search box and a 'Search' button are present. The main content area features a 'Health Check' icon and a 'HealthCheck' section with a description of the program and two links: 'HealthCheck Online Inquiry' and 'Wisconsin Immunization Registry'. A 'Quick Links' sidebar on the right lists various resources like 'Update User Account', 'View the HealthCheck User Guide', and 'Register for E-mail Subscription'.

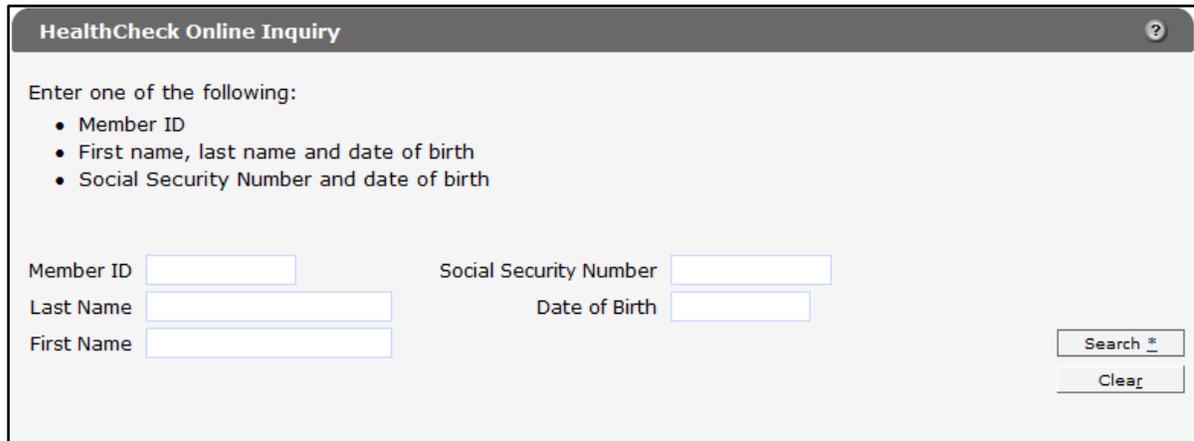
Figure 4 HealthCheck Page

From the HealthCheck page, users can access the HealthCheck Online Inquiry function and the WIR website:

- The HealthCheck Online Inquiry function is used to search current member records for information about previous HealthCheck screenings and screening claims processed. Using this information, providers can obtain a more complete picture of the member's screening history and schedule screening appointments according to the periodicity schedule. For more information, refer to [Section 3 HealthCheck Online Inquiry](#).
- The Wisconsin Immunization Registry link directs users to the WIR website to view immunization data. Wisconsin Immunization Registry monitors all vaccination information for children, maintains recommended immunization schedules, records immunizations, tracks contraindications and reactions, and verifies immunization history. Authorized users have access to the WIR application. For more information, refer to [Section 4 Wisconsin Immunization Registry](#).

3 HealthCheck Online Inquiry

1. On the HealthCheck page, click **HealthCheck Online Inquiry**. The HealthCheck Online Inquiry page will be displayed.



HealthCheck Online Inquiry ?

Enter one of the following:

- Member ID
- First name, last name and date of birth
- Social Security Number and date of birth

Member ID Social Security Number

Last Name Date of Birth

First Name

Figure 5 HealthCheck Online Inquiry Page

To conduct a HealthCheck Online Inquiry, enter any of the following information:

- The member's ID.
- The member's last name, first name, and date of birth.
- The member's Social Security number and date of birth.

2. Click **Search**. Member and claim information will be displayed at the bottom of the page.

HealthCheck Online Inquiry

Enter one of the following:

- Member ID
- First name, last name and date of birth
- Social Security Number and date of birth

Member ID: 0000000000 Social Security Number:

Last Name: Date of Birth:

First Name:

Member ID: 0000000000 Date of Birth: 07/08/2010

Last Name: MEMBER Last HealthCheck Medical Screening: 07/08/2015

First Name: IMA Last HealthCheck Dental Screening:

Date Of Service	Provider	Age	Claim Status
07/08/2015	PROVIDER, JOE	5Y	Paid

Figure 6 Member and Claim Information Search Results

The claim information at the bottom of the screen contains the following information:

- The date of the member’s last HealthCheck medical and/or dental screening.
- The rendering provider’s name.
- The member’s age at the time of the screening.
- The claim status.

If the data entered is invalid or if there is no record available for the member, an error message such as the following will be displayed at the top of the page.

The following messages were generated:
 No screening data to display.

Figure 7 Example Error Message

4 Wisconsin Immunization Registry

On the HealthCheck page, click **Wisconsin Immunization Registry**. The Wisconsin Immunization Registry home page will open in a new browser window.

Wisconsin Immunization Registry

HOME FORMS RENEWAL/REGISTRATION RELATED LINKS

Production Region

Org Code:

Username:

Password:

Login

DO NOT ATTEMPT TO LOG ON UNLESS YOU ARE AN AUTHORIZED USER.

Hot Topics

[HT-1](#) [HT-2](#)

WIR School Renewal for 2016-2017 *Posted on 05/10/2016*

Existing Users: Existing users can renew by changing the account password prior to August 1, 2016.

New Principals/Superintendents for the 2016-2017 school year with access to the previous year's login information, or existing users who fail to renew by changing your password by August 1, 2016: The renewal will need to be completed using the online renewal form. In order to access this form, the user must first login to the Wisconsin Immunization Registry with the last valid login information then click on the Forms button at the top of the page. On the Forms and Documents menu, find the menu item 'School Renewal/Enrollment' and click on it. Fill in the fields on the form and click Save. Once the document has been saved, click on the print button. This will generate a copy of the School Renewal form and the Security and Confidentiality Agreement. Both forms need to be signed by the principal or superintendent, then faxed or mailed to our office. Once the forms are processed, you will be emailed the login information.

Schools/Districts that have not had access to the Wisconsin Immunization Registry previously: At the top of the main page, click on the Forms button. On the Forms and Documents menu, find the menu item School Renewal/Enrollment and click on it. Fill in the fields on the form and click Save. Once the document has saved, print a copy of the form and sign it. Fax or mail the document to our office. Once the forms are processed, you will be emailed the login information.

For further assistance with this process or accessing WIR, please feel free to contact the WIR Help Desk at 608-266-9691 or dhswirhelp@wisconsin.gov.

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- [About Wisconsin Immunization Registry](#)
- [About Strategic National Stockpile](#)
- [About Public Immunization Record Access](#)
- [Disclaimer](#)
- [Contact Us](#)

Figure 8 Wisconsin Immunization Registry Home Page

Note: To access the secure WIR site, users are required to have a username and password separate from their Portal username and password. To obtain a WIR username and password, users should contact the administrator at their organization.