

## Reduce Delays, Improve Adherence, Enhance Care

Prior authorizations shouldn't slow you down. Ventegra's e-PA portal replaces time-consuming fax and phone processes with real-time monitoring, instant notifications, and streamlined workflows—so you can fast-track requests and keep your patients on track.

### Benefits of Ventegra's e-PA Tool Include:

- ✓ **Faster decisions** – Quick PA turnaround to prevent treatment delays
- ✓ **Secure access** – HIPAA-compliant portal available 24/7
- ✓ **Less administrative burden** – Eliminate duplicate entry, faxes, and status calls
- ✓ **Simplified workflows** – Submit and track easily with an intuitive Home Screen
- ✓ **Real-time updates** – Monitor PA status instantly with notifications

## Getting Started

### Step 1: Access the Portal

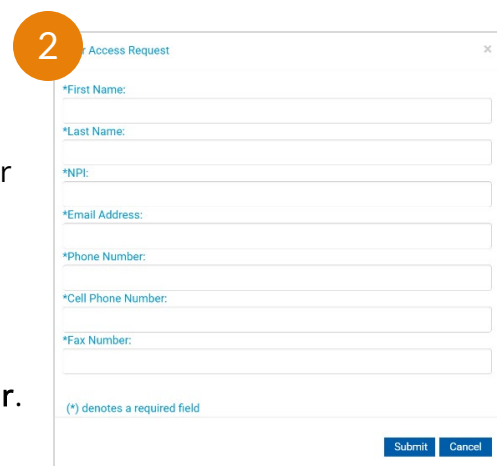
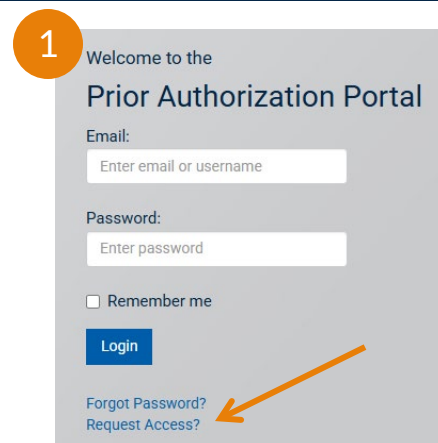
1. Go to: <https://ventegrapa.cervey.com>  
**TIP** – Save as a favorite for easy future access
2. Click “Request Access” at the bottom of the login screen

### Step 2: Create Your Account

1. Enter your name, NPI, and contact information.

#### NOTE:

- All fields are required.
- The NPI field must contain a valid National Provider Identifier (NPI). If you do not have an individual NPI, enter your organization's institutional NPI instead.
- Your email address or cell phone number will be used for Multi-Factor Authentication (MFA). To receive authentication codes via text message, please provide a **cell phone number**.



# Quick Start Guide: Ventegra e-PA Portal Registration

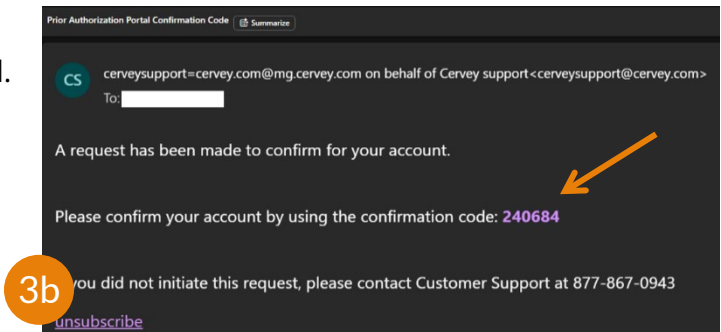
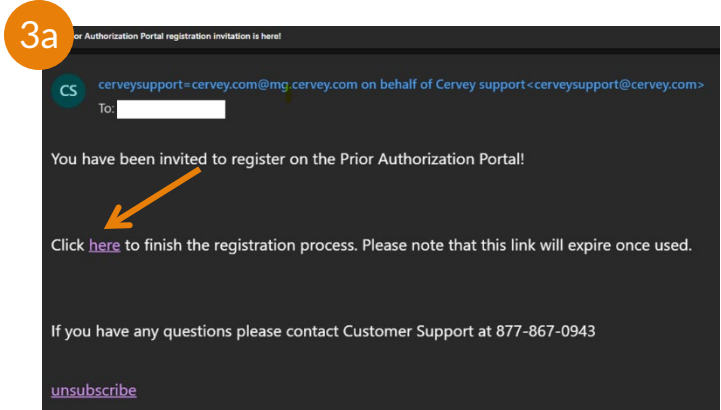


## Step 3: Verify Your Account

- Check your email for a message from **cerveysupport@cervey.com** asking you to confirm your address. (3a) To complete your account setup, please verify your email address.

*If you don't see the message, please check your **Spam** or **Junk** folders. If your email is associated with an institution and you still cannot find the email, you may need to work with your **IT department** to allow messages from this sender.*

1. Click the link in that email to return to the portal.
2. Look for a second email with your confirmation code. (3b)
3. Enter the confirmation code in the portal to continue.



## Step 4: Complete Your Registration

When prompted, create your password to complete your registration.

**NOTE:** passwords must be at least 8 characters and contain a capital letter, a special character and a digit.

**You will now be able to login and start using Ventegra's e-Pa Portal!**

## Help & Tips

### TROUBLESHOOTING

**Issue:** Unable to access the site in Chrome

**Solution:** Clear your browser cache and try again.

**Issue:** Unable to submit access request

### NEED MORE HELP?

If you need additional assistance, please contact **ePAsupport@ventegra.org** or call **877-867-0943**.

**Solution:** Confirm NPI is valid and all required fields are completed.

## QUICK TIPS & REMINDERS

- Verify your NPI before submitting.
- Use the latest version of Chrome or Edge for best performance.
- Always keep your two-factor authentication code secure.