



Admin User Guide: Provider Search Module

How to Access the Provider Search Module

1. Log in to the Wellstar Health Plan portal at wellstarhealthplan.org using your administrator login information.
2. Search for the desired member.
3. Under 'My Links' or 'Family Links,' click 'WHP Provider Locator,' which will take you to the provider locator portal.

Provider Search Module – Searching for a Provider

You can search for a provider by name, by specialty or by location. After you've entered your search criteria, select the "Search" button to the right.

Select WHP Provider Locator.

Select the type of search you would like to perform by clicking on by name, by specialty or by location.

1. By Name

Enter a doctor's name (Last, First) or a facility name along with address, city, state, county or zip code.

2. By Specialty

Enter a specialty or keyword along with address, city, state, county or zip code.

3. By Location

Search for providers by entering a specific address, city, state, county or a zip code.

4. Advanced Search

Enter your search parameters along with address, city, state, county or zip code.

5. Pharmacy Search

Search for Pharmacy by entering a specific address, city, state, county or a zip code.

6. Once your search criteria is entered you can search by clicking where you see the search icon.



Provider Search Module – Advanced Search

Advanced Search helps you search for providers using additional criteria to narrow down your results.

1. Select Advanced Search from the provider search page.

The screenshot shows the 'Find a Doctor' interface. At the top, there are three tabs: 'By Name', '+ By Specialty', and 'By Location'. Below these is a purple bar with a search input field labeled 'Enter a Specialty' and another labeled 'Enter Address, City, Zip, County or State'. To the right of the second input field is a magnifying glass icon. Below the input fields, there are two bullet points: 'See your provider without leaving your home!' and 'Search for network providers offering telehealth by filtering your search results.' At the bottom right of the purple bar is a button labeled 'ADVANCED SEARCH'.

2. Enter your search parameters along with address, city, state, county or zip code.
3. After you've entered your search parameters, select the "Search" button at the bottom of the page.
4. To remove all parameters, select "Clear All."

The screenshot shows the 'Advanced Search' page. It has a 'SEARCH BY' section with three input fields: 'Specialty', 'Location', and 'Name'. Below 'Specialty' is a list of checkboxes: 'Family Practice / General Practice', 'Abdominal Imaging', 'Abdominal Surgery', and 'Acupuncture'. Below 'Location' is a 'Phone Number' input field. Below 'Name' is a 'Tax Identification Number' input field. There is also a 'Physicians & Practitioners' checkbox. Below the 'SEARCH BY' section is a 'NARROW BY' section with a 'Language' input field and a list of checkboxes: 'Spanish', 'French', 'Chinese', 'German', and 'Afghan'. There is also a 'Radius' dropdown menu set to '10 Miles' and a 'Provider' checkbox labeled 'Accepting New Patients'. At the bottom right, there is a 'Clear All Filters' button and a 'Search' button with a magnifying glass icon. The 'Search' button is highlighted with a red circle and the number 3.

Provider Search Module – Pharmacy Search

You can search for a Pharmacy provider by location only or name and location. After you've entered your search criteria, select the "Search" button to the right.

1. Select Advanced Search from the provider search page.

Find a Doctor

By Name + By Specialty By Location

1 ADVANCED SEARCH

Enter a Specialty Enter Address, City, Zip, County or State

• See your provider without leaving your home!
• Search for network providers offering telehealth by filtering your search results.

ADVANCED SEARCH

2. Enter your search parameters
 - To search by Pharmacy Location, enter a pharmacy along with address, city, state, county or zip code
 - To search by Pharmacy Name, enter a pharmacy along with address, city, state, county or zip code.
3. After you've entered your search parameters, select the "Search" button at the bottom of the page.

SEARCH BY

Specialty

Enter Specialty

☒ Pharmacy

☐ Abdominal Imaging

☐ Abdominal Surgery

☐ Acupuncture

☐ Acute Care Hospital

VIEW ALL >

2 Location

Enter Address, City, Zip, County or State

Name

Enter hospital name or doctor name (Last, First)

Enter Phone Number

National Provider Identifier

Enter National Provider Identifier

Enter Tax Identification Number

Provider Type

☐ Hospitals & Facilities

☐ Physicians & Practitioners

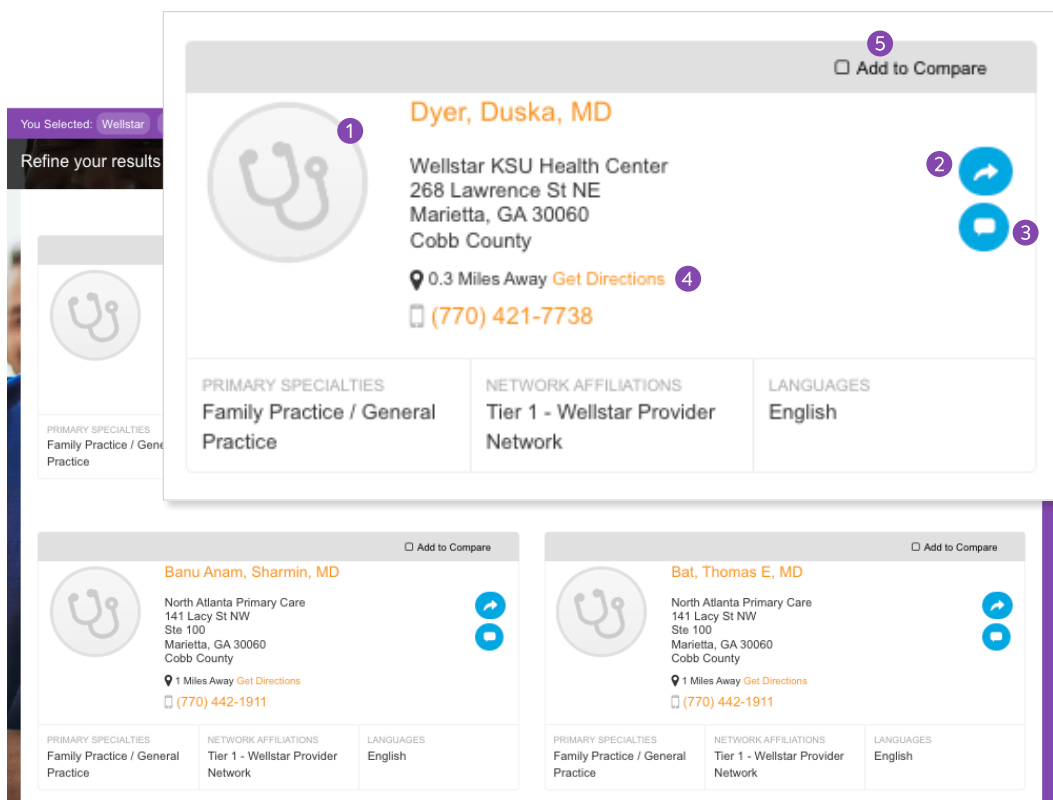
3 Clear All Filters Search

Provider Search Module – Search Results

Provider Search Results are a listing of all providers that match your search criteria.

The search result page includes a high-level listing of provider information on Provider Cards that provide you with the following capabilities.

1. **Provider Profile** – View the provider profile to see additional information on a provider by clicking on the name of the facility or provider.
2. **Send to Mobile** – Send the provider information to your mobile by clicking the send to mobile button.
3. **Provider Feedback** – Provide feedback on a provider by clicking the feedback button.
4. **Directions** – Get directions to the provider location by clicking the “Get Directions” link in the provider search result. A new window will appear with the location plotted on Google Maps.
5. **Compare** – Compare providers by selecting the add to compare check boxes.



6. Start a new search by selecting the “Modify Search” button in the far-left corner of the header.
7. Remove a search filter by clicking the “x” after the filter you want to remove. To clear all of your filters at once, click the “Clear All Filters” button at the far right of the filter bar.
8. Refine your results by adding additional filters, then click the “Apply filters” button.
9. Share your search results via text, email or print your results, by selecting one of the icons found at the top right corner of the results page. You will be prompted to share all providers or select only certain providers. Once you click “select only certain providers” you will be able to select each provider individually by clicking the “Select Provider” button in the top left corner of the provider card.

Provider Search Module – Search Results (cont'd)

The screenshot displays the 'We've found 130 Results' page. At the top, there's a breadcrumb trail: 'You Selected: Wellstar > Marietta, GA > Family Practice / General Practice'. Below this, a 'Refine your results' section contains several filter categories: 'Provider Types' (Hospitals & Facilities, Physicians & Practitioners), 'Language' (Spanish, French, Chinese, German, View All), 'Related specialties' (Family Practice / General Practice, Internal Medicine, Nurse - Pulmonology, Nurse Practitioner - Adult Medicine, View All), and 'Other filters' (Phone Number, Radius). A 'SORT BY: Best Match' dropdown is visible. Below the filters, two provider cards are shown. Each card includes a profile picture, name, address, phone number, and a table of specialties and affiliations. A purple callout box on the right states: 'Tier 1 = In Network' and 'Tier 2 = Out Of Network'.

Provider Search Module – Send to Mobile

Send the provider information to your mobile from the Provider search results page.

1. Send the provider information to your mobile by clicking the send to mobile button.
2. A pop up will appear, enter the phone number that you would like to send the provider information to and hit submit
3. You will receive confirmation that the information was sent.

This screenshot shows a provider card for 'Dyer, Duska, MD'. The card includes the provider's name, address (Wellstar KSU Health Center, 268 Lawrence St NE, Marietta, GA 30060, Cobb County), phone number ((770) 421-7738), and a 'Send to Mobile' button. Below the card, a table lists 'PRIMARY SPECIALTIES' (Family Practice / General Practice), 'NETWORK AFFILIATIONS' (Tier 1 - Wellstar Provider Network), and 'LANGUAGES' (English).

The 'Send To Mobile' pop-up form contains a text input field labeled 'Enter Phone Number' and a 'Submit' button. A disclaimer at the bottom states: '*Message and data rates may apply'.

The 'Sent!' confirmation message shows the provider card for 'Dyer, Duska, MD' again, with a 'Return to Results' button at the bottom.

Provider Search Module – Provider Feedback

Provider feedback can be submitted from the provider search page and is visible for review by the admin team.

1. Send provider feedback by clicking the feedback button.

☐ Add to Compare



Dyer, Duska, MD
Wellstar KSU Health Center
268 Lawrence St NE
Marietta, GA 30060
Cobb County
0.3 Miles Away [Get Directions](#)
(770) 421-7738

1



PRIMARY SPECIALTIES	NETWORK AFFILIATIONS	LANGUAGES
Family Practice / General Practice	Tier 1 - Wellstar Provider Network	English

2. A pop up will appear, enter your feedback and the required information noted with a red asterisk and then click “Submit Provider Feedback”.

2

We Value Your Feedback

Dyer, Duska, MD
Wellstar KSU Health Center
268 Lawrence St NE
Marietta, GA 30060
(770) 421-7738

☐ Incorrect Phone Number
☐ Incorrect Address
☐ No longer accepts new patients
☐ Incorrect Specialty
☐ Deceased/Retired
☐ Left Practice Location

Likelihood that you would recommend Wellstar KSU Health Center - Dyer, Duska, MD to friends and family

★★★★★

Your level of trust in the provider's decisions

★★★★★

How well the provider explains medical conditions

★★★★★

How well the provider listens and answers questions

★★★★★

Spends appropriate amount of time with patient

★★★★★

Ease of scheduling urgent appointments

★★★★★

Office environment, cleanliness, comfort, etc.

★★★★★

Staff friendliness and courteousness

★★★★★

Name *

Email *

Phone

Comments

Cancel

Submit Provider Feedback

Provider Search Module – Get Directions

Get directions to the provider location by clicking the “Get Directions”

1. Click on the “Get Directions” link in the provider search result

☐ Add to Compare



Dyer, Duska, MD
Wellstar KSU Health Center
268 Lawrence St NE
Marietta, GA 30060
Cobb County
0.3 Miles Away [Get Directions](#) 1
(770) 421-7738



PRIMARY SPECIALTIES Family Practice / General Practice	NETWORK AFFILIATIONS Tier 1 - Wellstar Provider Network	LANGUAGES English
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2. A new window will appear with the location plotted on Google Maps.

2

Best 8 min 42 min 43 min 14 min

Leave now 

 Send directions to your phone

 Copy link

 via S Hillcrest Dr

8 min

Fastest route now due to traffic conditions

2.1 miles

[Details](#)

 via S Woodland Dr SW and Whitlock Dr SW

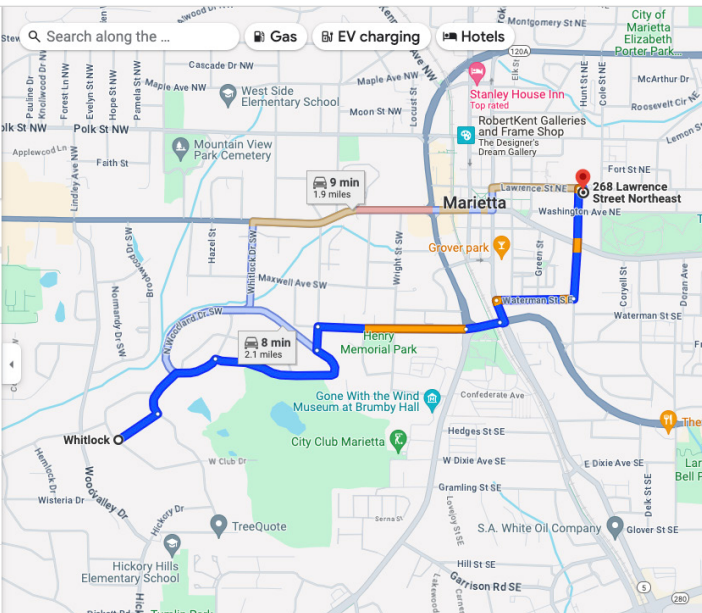
9 min

1.9 miles

 via S Woodland Dr SW

8 min

2.1 miles



Provider Search Module – Compare

Compare providers by selecting the add to compare check boxes.

1. Click on the “Add to Compare” boxes in the provider search result.

☐ Add to Compare

Dyer, Duska, MD

Wellstar KSU Health Center
268 Lawrence St NE
Marietta, GA 30060
Cobb County

📍 0.3 Miles Away [Get Directions](#)

📞 (770) 421-7738

PRIMARY SPECIALTIES Family Practice / General Practice	NETWORK AFFILIATIONS Tier 1 - Wellstar Provider Network	LANGUAGES English
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2. The selections will appear at the bottom of the page, you can select up to 4 providers.
3. Once all are selected click on the “Compare Providers” Button.
4. To remove selections, select “Clear all Providers”.

☒ Add to Compare

Dyer, Duska, MD

Wellstar KSU Health Center
268 Lawrence St NE
Marietta, GA 30060
Cobb County

📍 0.3 Miles Away [Get Directions](#)

📞 (770) 421-7738

PRIMARY SPECIALTIES Family Practice / General Practice	NETWORK AFFILIATIONS Tier 1 - Wellstar Provider Network	LANGUAGES English
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☒ Add to Compare

Alleyne, Ron, MD

Wellstar Center for Best Health
55 Whitlatch St NE
Ste 400
Marietta, GA 30060
Cobb County

📍 1 Miles Away [Get Directions](#)

📞 (470) 956-3960

PRIMARY SPECIALTIES Family Practice / General Practice	NETWORK AFFILIATIONS Tier 1 - Wellstar Provider Network	LANGUAGES English
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Select up to 4 Providers to Compare

Dyer, Duska, MD
Family Practice / General Practice

Alleyne, Ron, MD
Family Practice / General Practice

[Clear all providers](#) [Compare 2/4 Providers](#)

5. Compare results include a Providers Details and Office details section.

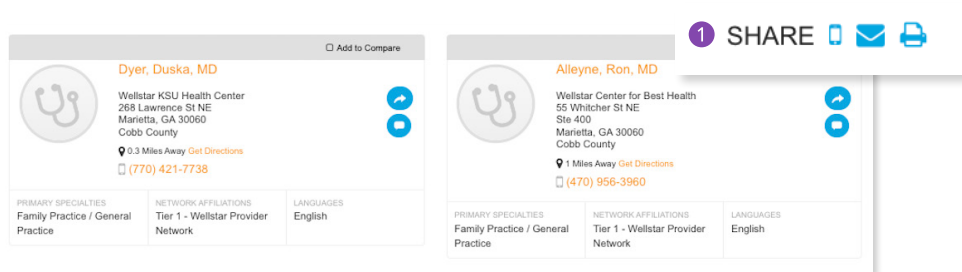
Compare Providers

	DYER, DUSKA, MD	ALLEYNE, RON, MD
Provider Details		
Specialties	Family Practice / General Practice	Family Practice / General Practice
Gender	-	-
Language	English	English
Office Details		
Distance	0.3 Miles Away	1 Miles Away
Contact	(770) 421-7738	(470) 956-3960

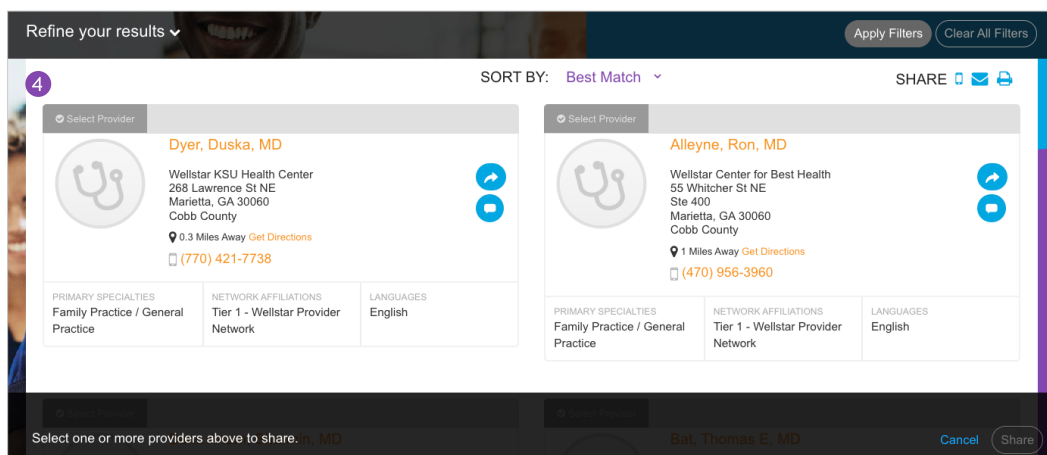
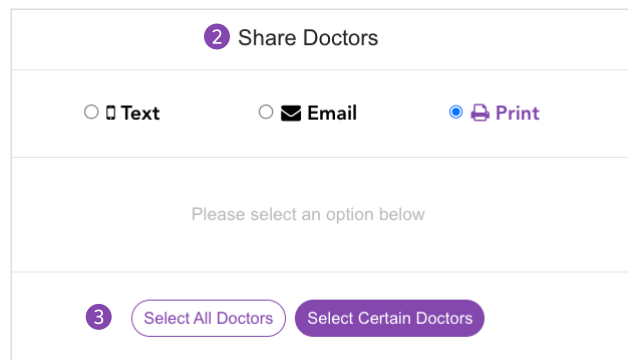
Provider Search Module – Sharing Search Results

Provider Search Results are a listing of all providers that match your search criteria.

1. To text, email or print your results, simply select one of the below icons found at the top right corner of the results page.



2. A share providers pop up will appear. You will be prompted to share all providers or select only certain providers.
3. Selecting Share all will immediately generate the provider directory for all provider in the search results.
4. Choosing select only certain providers” will allow you to select each provider individually by clicking the “Select Provider” button in the top left corner of the provider card.
5. If you decide you would like to change the Sharing method, you can select one of the other options by clicking the corresponding button.



Once you have made your selection a pop up will appear, this will vary based on the share method you have selected.

- 1. **Print** - The document will generate, and you will need to click on the PDF link to download and open the Provider Directory for printing.
- 2. **Email** - After you have entered the email address you would like the provider directory sent to you will receive a confirmation Notification.
- 3. **Text** - After you have entered the phone numbers you would like the provider directory sent to you will receive a confirmation Notification.

Share Doctors

☐ Text

☐ Email

☒ Print

Print

Creating your documents

Complete!

Your Documents

Directory Pages 1 - 2

Return to Results

Share Doctors

☐ Text

☒ Email

☐ Print

Sent!

2 providers were emailed to

test@wellstarhealthplan.org.

Return to Results

Share Doctors

☐ Text

☐ Email

☒ Print

Sent!

2 providers were texted to

555-555-5555.

Return to Results

- 4. Using any of the selection share methods will result in a PDF version of the Provider Directory based on your search.

4 Search Results			
DUSKA DYER, MD WELLSTAR KSU HEALTH CENTER 268 LAWRENCE ST NE MARIETTA, GA 30060 COBB COUNTY (770) 421-7738 Family Practice / General Practice 0.3 Miles	SARAH L CODREA, DO NORTH ATLANTA PRIMARY CARE 141 LACY ST NW STE 100 MARIETTA, GA 30060 COBB COUNTY (770) 442-1911 Family Practice / General Practice 1 Miles	RICHARD K SHACK JR., MD NORTH ATLANTA PRIMARY CARE 141 LACY ST NW STE 100 MARIETTA, GA 30060 COBB COUNTY (770) 442-1911 Family Practice / General Practice 1 Miles	SAM Q PENG, MD KENNESTONE FAMILY MEDICINE CLINIC 72 PLAZA WAY NW MARIETTA, GA 30060 COBB COUNTY (770) 795-8070 Family Practice / General Practice 1.3 Miles
RON ALLEYNE, MD WELLSTAR CENTER FOR BEST HEALTH 55 WHITCHER ST NE STE 400 MARIETTA, GA 30060 COBB COUNTY (470) 956-3960 Family Practice / General Practice 1 Miles	SATISHKUMAR M GANJAM, MD NORTH ATLANTA PRIMARY CARE 141 LACY ST NW STE 100 MARIETTA, GA 30060 COBB COUNTY (770) 442-1911 Family Practice / General Practice 1 Miles	ARIELLE H SULLIVAN-HARRIS, MD NORTH ATLANTA PRIMARY CARE 141 LACY ST NW STE 100 MARIETTA, GA 30060 COBB COUNTY (770) 442-1911 Family Practice / General Practice 1 Miles	THE FAMILY HEALTH CENTERS OF GEORGIA, IN 805 CAMPBELL HILL ST NW MARIETTA, GA 30060 COBB COUNTY (770) 919-0025 Family Practice / General Practice 1.3 Miles
MITZI B RUBIN, MD WELLSTAR CENTER FOR BEST HEALTH 55 WHITCHER ST NE STE 400 MARIETTA, GA 30060 COBB COUNTY (470) 956-3960 Family Practice / General Practice 1 Miles	ANU GULATI, MD NORTH ATLANTA PRIMARY CARE 141 LACY ST NW STE 100 MARIETTA, GA 30060 COBB COUNTY (770) 442-1911 Family Practice / General Practice 1 Miles	TAMA L SYROP, MD NORTH ATLANTA PRIMARY CARE 141 LACY ST NW STE 100 MARIETTA, GA 30060 COBB COUNTY (770) 442-1911 Family Practice / General Practice 1 Miles	ABDUL LATIF BIKAK, MD WELLSTAR CARDIOVASCULAR MEDICINE 175 WHITE ST NW STE 100 MARIETTA, GA 30060 COBB COUNTY (470) 793-0200 Family Practice / General Practice 1.4 Miles
ABDUL LATIF BIKAK, MD WELLSTAR CARDIOVASCULAR MEDICINE 55 WHITCHER ST NE STE 350 MARIETTA, GA 30060 COBB COUNTY (770) 424-6893 Family Practice / General Practice	DAVID L HALL, MD NORTH ATLANTA PRIMARY CARE 141 LACY ST NW STE 100 MARIETTA, GA 30060 COBB COUNTY (770) 442-1911 Family Practice / General Practice 1 Miles	CHARLES D WILLIAMS, MD NORTH ATLANTA PRIMARY CARE 141 LACY ST NW STE 100 MARIETTA, GA 30060 COBB COUNTY (770) 442-1911 Family Practice / General Practice 1 Miles	BRIAN G HOWARD, MD WELLSTAR CARDIOVASCULAR MEDICINE 175 WHITE ST NW STE 100 MARIETTA, GA 30060 COBB COUNTY (470) 793-0200 Family Practice / General Practice 1.4 Miles

If you have questions, please contact the Wellstar Health Plan Concierge Team at 833-932-3912.