



Provider Notice

By providing Magellan of Virginia with the most accurate and up to date contact information for your agency, you can maximize Magellan referrals and increase member access to your services. It's easy! Just log in at any time to www.MagellanProvider.com. Under "My Practice" on the far left column, click on "Display/Edit Practice Information." For a step by step video guide, please click [here](#). (Video only, no sound.)

The **Service Address tab** is especially important to update for each site location. This tab includes a field to supply the location's **phone number** and **office hours**. The information you enter on this tab is uploaded into our online [Provider Search Tool](#). Magellan staff, Magellan members, and other providers may use this tool to find you. Valid, accurate phone numbers in your provider profile can improve the rate of referrals to your agency and ensure that members can reach you to schedule care.

Though you can update your information at any time, you will begin seeing a pop-up notice as of October 1, 2017 when you log in to www.MagellanProvider.com. This is a routine notice that periodically appears, prompting you to attest that the demographic information for your agency is correct. We encourage you to take that opportunity to update your information as thoroughly and accurately as possible.

If you have any questions, please contact the Network Provider Line at 1-800-424-4536 or use the [Contact Us](#) tool on the Magellan of Virginia website.