

How to Search and View Service Authorization Notices:

The Service Authorization Notices page allows you to search and view Service Authorization notices generated for your organization.

Please Note: The Web Portal only contains Service Authorizations that were created, updated, or discontinued *after July 18, 2012*. Service Authorizations that were created, updated, or discontinued prior to this date are not available on the Web Portal.

Official Nebraska Government Website



NEBRASKA ENTERPRISE CONTENT MANAGEMENT PORTAL

Department of Health and Human Services : Claims

[Help/Support](#)  [Log Out](#)

YOUR CLAIMS DOCUMENTS

Welcome
Latest news and updates from DHHS
▶ [View Welcome Page](#)

Open Claims
Claim Forms that have been recently created can be viewed, filled out and submitted here
▶ [View Open Claims](#)

Submitted Claims
Claim Forms that have been previously submitted can be viewed here for reference
▶ [View Submitted Claims](#)

EOPs (Explanation Of Payments)
Explanation Of Payments documents generated for your organization can be viewed here.
▶ [View EOPs](#)

Authorization Notices
Authorization Notices generated for your organization can be viewed here.
▶ [View Notices](#)

Manage Organizations
Add additional organizations to this account to view and submit their documents. (Org ID and PIN required)
▶ [Manage Orgs](#)

SERVICE AUTHORIZATION NOTICES

This page provides the ability to:

- View all Service Authorization Notices for an organization;
- Search for a specific client's Service Authorization Notice;
- Search for new and updated Service Authorization Notices by begin date; and
- Search for discontinued Service Authorization Notices by end date.

Please note: To view and save service authorization notices, you must have Adobe Reader. This can be downloaded at: <http://get.adobe.com/reader/>

Notices For Organization:

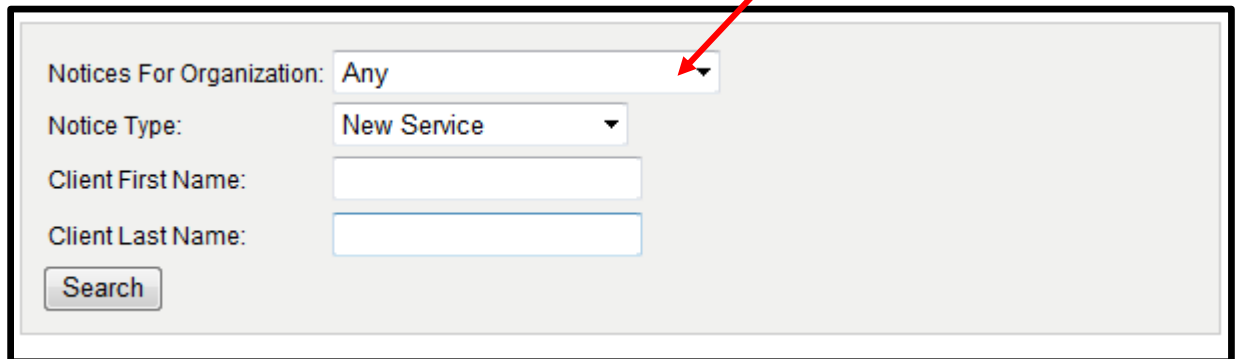
Notice Type:

Client Name:

1. To view service authorizations for your organization, start by selecting the correct organization in the dropdown list.

Note: If 'Any' is selected your search results will return service authorizations for all organizations you are managing.

2. You have the ability search authorizations based on the type (***New Service, Updated Service, Discontinued Service, or All***). By default, ***New Service*** will populate.
3. To narrow your search further, you have the ability to enter client first name, client last name, client ID, and/or Service Authorization #. The more information you enter, the more defined your search results will be.
4. Click **Search**.



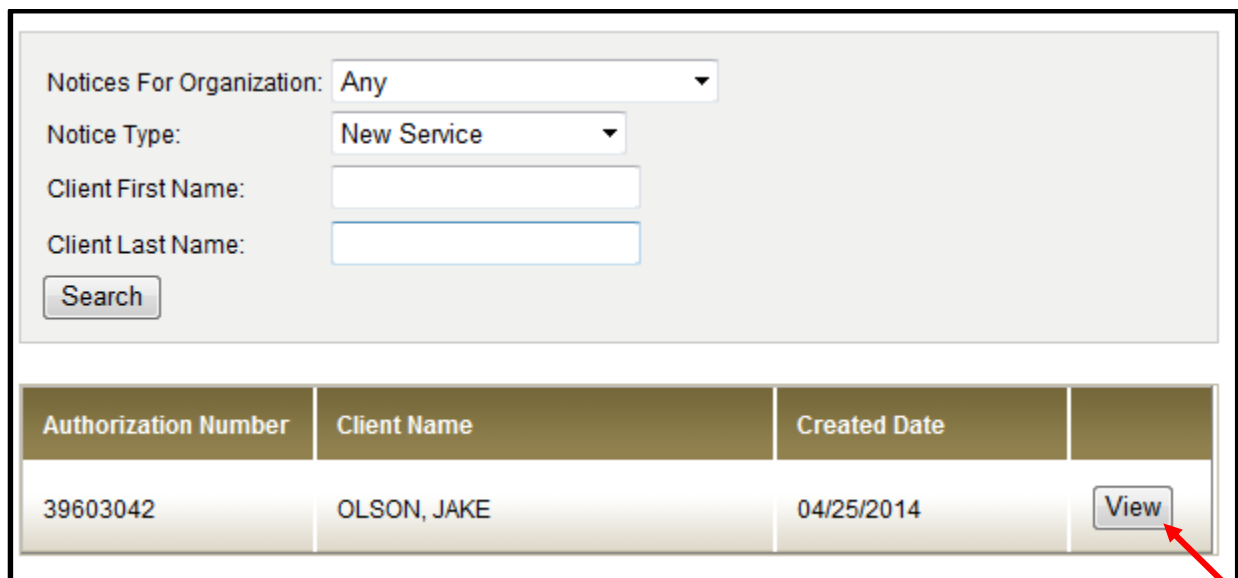
Notices For Organization: Any

Notice Type: New Service

Client First Name:

Client Last Name:

5. To view a Service Authorization, click on **View** next to the authorization you wish to view. The Service Authorization will be displayed as a PDF on a new page for viewing, saving, or printing:



Notices For Organization: Any

Notice Type: New Service

Client First Name:

Client Last Name:

Authorization Number	Client Name	Created Date	
39603042	OLSON, JAKE	04/25/2014	<input type="button" value="View"/>

Below is an example of a Service Authorization:

DEPARTMENT OF HEALTH AND HUMAN SERVICES
340 VICTORY LN STE 200
LINCOLN NE 68528-1501

Case Name - JAKE OLSON
CONTACT - None Assigned
Phone Number - (402)323-7455
Toll Free Number - (800)383-4278
Fax Number - (402)471-9209
Date of Notice - 04-25-2014
Mail Date - 04-28-2014

PARKVIEW SERVICES LLC
4545 N FLETCHER DR
LINCOLN NE 68521

PROVIDER AUTHORIZATION
Employment First

PARKVIEW SERVICES LLC
Telephone: (402)489-1111

Provider ID: 96246122

On behalf of the client named below, the Department of Health and Human Services authorizes you to provide the service indicated below. This document authorizes you to provide and bill for the listed service in accordance with the units of service, the rate of charge and the authorization period stated. In providing authorized services you accept responsibility and liability for injury to client(s) or damage to clients' property resulting from negligence by you or your employees in the provision of services. All billings must be received by the Department within ninety (90) days of service provision.

JAKE OLSON
2101 S 21ST ST
LINCOLN NE 68506

Case Number: 00000159
Telephone: (402)510-1212

Authorized Service: MOTOR VEHICLE GAS
Service Code: 00004017

Authorized Clients
OLSON, JAKE

Client ID#
03242530

Authorization #
39603042

Authorized Period: 05-01-2014 through 05-01-2014

Authorized Units:
1.00 Occurrence

Authorized Rate:
35.000 per Occurrence effective 05-01-2014

Economic Assistance
Toll Free: (800)383-4278
Lincoln: (402)323-3900
Omaha: (402)595-1258

Go online:
ACCESSNebraska.ne.gov