

# How to create your company's medical provider panel

At Harleysville, we want your injured workers get the best possible care. At the same time, we know you want to keep your workers compensation costs at a manageable level. With these goals in mind, we ask every Harleysville customer to create a panel of medical providers through our managed care partner—the CorVel® organization—whose professionals are experienced in handling occupational injuries and committed to helping you control costs without sacrificing quality of treatment.

## Follow these step-by-step instructions:

### Step 1: Log in to the CorVel site

- Go to [www.corvel.com](http://www.corvel.com)
- Click on "PROVIDER LOOK-UP" (top right)
- Next to "Login," type in "HARLEYSVILLE"
- Click on the "LOGIN" button
- Click on the "CREATE A PROVIDER PANEL" button (bottom right)



### Step 2: Create your initial provider panel

- From the "Select a Network" drop-down menu, choose "Workers Compensation"
- Enter "Zip Code" or your location ("Street Address" is optional)
- 5 miles is the default "Maximum Distance"; Choose another from the drop-down menu, if you wish
- Click on "GENERATE PANEL" and the system will generate your initial panel



### Step 3: Finalize your panel, making changes, if needed

- Review your initial provider panel
- To view additional choices in a specialty, click on "Change This Provider"
- Once you finalize your panel, click on "SAVE AND PRINT"
- Insert your business's name and address
- Click on "GENERATE REPORT"



### Step 4: Publish and post the panel in your workplace

- Click on the white envelope icon (near top left), which opens the "Export Options" window
- Go to the "Formats" drop-down menu, choose "MS Word," select "All" and click "OK"
- Save the document to your Desktop or elsewhere on your hard drive
- Open the document, make any desired edits, and print copies for your company bulletin boards



Questions about creating your panel? Call CorVel at 888.663.4339.

Go to [www.corvel.com](http://www.corvel.com) and create your panel now!