

PHYSICIAN & PROVIDER

Physician and Provider Checklist

Thank you for joining the SolarteHealth marketplace. The goal of **SolarteHealth** is to allow patients and physicians to make informed decisions with easy access to prices. By participating in the SolarteHealth marketplace, your clinic is transforming healthcare.

Our goal is to make this simple, risk free, and profitable for your clinic. Be assured we are here every step of the way to simplify your interactions with **SolarteHealth** members.

Here is a checklist of items we need from you to assist us in setting up your profile into the software:

- 1. Provider/Physician demographics**
 - Clinic Location(s)
 - Clinic Description (140 characters or less)
 - Hours
 - General Information E-mail Address for each location
 - General phone number for each location
 - Website
 - Clinic NPI number

- 2. Prices + corresponding CPT codes**
 - Please provide the information within either in an Excel Spreadsheet in the format listed below, or a version of your printed fee schedule (written or electronic): *Name | Code | Price | Location(s)*

- 3. User Information for stripe (Payment vehicle)**
 - Business type: *Corporation | Individual/Sole Proprietary | Non-Profit | Partnership | LLC*
 - EIN number
 - Routing number
 - Account number
 - A 4 digit numerical passcode. This will be used by the main employee administering the Solarte Health administrative portal. (This is required by STRIPE and used as a safety measure to ensure fraudulent charges are not being made.)

SolarteHealth will create a user profile for your clinic and enter those prices attached to CPT codes. In the initial stages, we will assist you in managing your SolarteHealth user profile. In the near future, we will provide you with simple step-by-step instructions on navigating the software as the profile administrator.