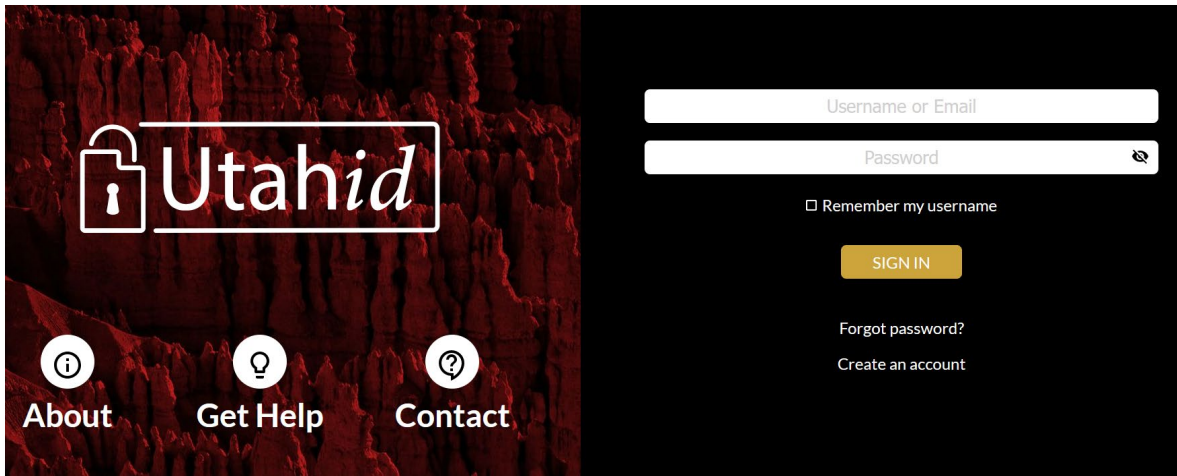


How to Use the Eligibility Lookup Tool

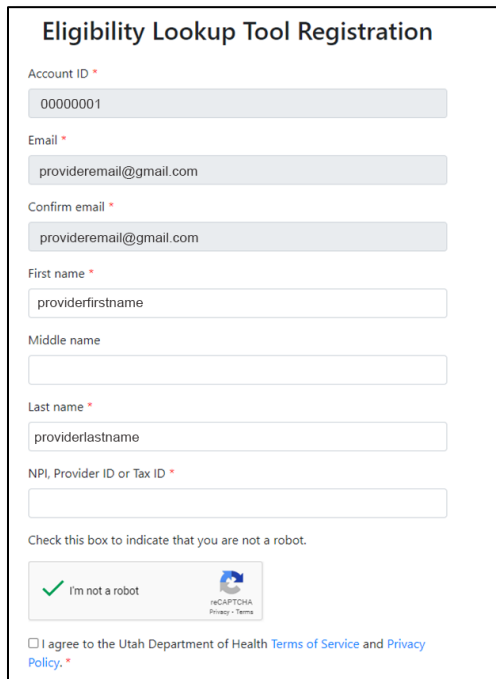
(Please note that any HIPAA protected information has been obscured.)

Begin by going to <https://elt.medicaid.utah.gov>



- Login with your Utah ID Username or Email and Password
- If you do not have a Utah ID, click the “Create an account” hyperlink
- To see instruction on how to create a Utah ID, click the Get Help icon
- Click **SIGN IN**

Eligibility Lookup Tool Registration page



On the Eligibility Lookup Tool Registration page:

- Fields are automatically populated with the Utah ID information from the logged in user
- Enter the NPI, PRISM Provider ID or Tax Id in the NPI, Provider ID or Tax ID field
- Select I’m not a robot checkbox
- Click the I agree to the Utah Department of Health Terms of Service and Privacy Policy
- Click **Submit**

Eligibility Lookup Tool Results page

Utah Department of Health & Human Services
Apply Members Providers Programs Administration Espanol

Eligibility Lookup Tool Results

Logout

Terms and Conditions:

Only exact matches will return results.

By clicking the Submit button, you acknowledge that the information you access may contain protected health information and other identifiable information protected by federal and state privacy laws, including the Health Insurance Portability and Accountability Act (HIPAA). Information accessed through the use of this Eligibility Lookup Tool must be kept secure and private in accordance with the Utah Department of Health HIPAA Policies.

Failure to comply with the HIPAA Rule may result in termination of access from this Portal.

Provider ID: * Required

Provider ID

Unique ID: * One of these and two personal information are required

Member ID SSN

Member ID SSN

Personal Information: * OR three of these are required

First Name Last Name Date of Birth:

First Name Last Name MM/DD/YYYY

Date of Service: * Required

03/28/2023

Clear Submit

Once logged in:

- In the Provider ID field, enter your 10 or 12-digit provider ID (required)
- In the Unique ID and Personal Information sections, enter one of the following combinations:
 - 1 unique ID (Member ID or SSN) and 2 personal information fields (first name, last name, date of birth), or
 - 3 personal information fields
- Enter the Date of Service (required)
- Click **Submit** (button is disabled until all required fields are completed)

Eligibility Lookup Tool Results page

Request date: 03/28/2023

Eligibility Lookup Tool Results

New Search [Print Results](#) Logout

Show Coverage Calendar

Member LOREM IPSUM	Member Benefit Type Traditional	Service Date 03/28/2023
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Member Information First Name: LOREM Middle Initial: R Last Name: IPSUM Gender: F DOB: 01/01/1900 Age: 123 Member ID: 1234567890 Case Number: 000000001	Coverage Information Eligibility Date Span: 03/01/2023 - 03/31/2023 Benefit Type: Traditional Eligibility Program Type: Disabled Medicaid Co-Pay Information: No Co-pay required Eligible Services: This member is eligible for medical, dental and limited pharmacy services. Health Plan: SELECTHEALTH COMMUNITY CARE Dental Plan: U of U School of Dentistry Network Mental Health Provider: SALT LAKE CO - OPTUM HEALTH Substance Use Disorder Provider: SALT LAKE CO - OPTUM HEALTH
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Restrictions None	Other Insurance None
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Pharmacy Billing Info RxGRP: RxBIN: RxPCN: RxD:	Medicare MBI Number: Medicare Plan Type: Medicare Dual Status Code:
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On the results page:

- The **request date** will be shown for documentation purposes
- This date will print with the results when you click the **Print Results** button
- The **Member Information** and **Coverage Information** displays
- Click **Show Coverage Calendar**,

Coverage Calendar

Request date: 03/28/2023

Eligibility Lookup Tool Results

New Search [Print Results](#) Logout

Hide Coverage Calendar

Please select a date of service within the calendar to accurately view eligibility, plan enrollment, restrictions, and benefit information.

Legend: Traditional (red) Non-Traditional (blue) Emergency Only (orange) QMB Only (yellow) UPP (green) CHIP (purple) PCN (pink)

<
2021
2022
2023
>

January							February							March							April							May							June																																						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa																																
1	2	3	4	5	6	7	1	2	3	4	1	2	3	4	1	1	2	3	4	5	6	1	2	3	4	5	6	7	8	1	2	3	4	5	6	7	8	9	10	11	12	13	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
8	9	10	11	12	13	14	5	6	7	8	9	10	11	5	6	7	8	9	10	11	2	3	4	5	6	7	8	7	8	9	10	11	12	13	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31											
15	16	17	18	19	20	21	12	13	14	15	16	17	18	12	13	14	15	16	17	18	9	10	11	12	13	14	15	14	15	16	17	18	19	20	11	12	13	14	15	16	17	18	19	20	21	22	23	24	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31								
22	23	24	25	26	27	28	19	20	21	22	23	24	25	19	20	21	22	23	24	25	16	17	18	19	20	21	22	21	22	23	24	25	26	27	18	19	20	21	22	23	24	25	26	27	28	29	30	31																									
29	30	31	26	27	28	26	27	28	29	30	31	23	24	25	26	27	28	29	28	29	30	31	25	26	27	28	29	30	31																																												

In the Coverage Calendar you can:

- Go back and forth between service dates without having to perform an entirely new search
- Hover over a date to see coverage type. The legend describes coverage types by color
- Click on a date to see updated coverage. It is important that you click on a date within the calendar to see the coverage details for each date of service in question to identify changes in eligibility, enrollment in managed care, or changes in eligible services and copay.

Perform a New Search

Request date: 03/28/2023

Eligibility Lookup Tool Results

[New Search](#) [Print Results](#) [Logout](#)

[Hide Coverage Calendar](#)

Please select a date of service within the calendar to accurately view eligibility, plan enrollment, restrictions, and benefit information.

Legend: — Traditional — Non-Traditional — Emergency Only — QMB Only — UPP — CHIP — PCN


< 2021 2022 2023 >

Month	Su	Mo	Tu	We	Th	Fr	Sa
January	1	2	3	4	5	6	7
February				1	2	3	4
March					1	2	3
April							1
May							
June							
July							
August							
September							
October							
November							
December							

To perform a search on another member, click **New Search**. This will take you to the main screen and will retain your Provider ID.

No Match Found

Utah Department of Health & Human Services [Apply](#) [Members](#) [Providers](#) [Programs](#) [Administration](#) [Espanol](#)

 We are sorry, we were unable to process your request. Please see the following for more information regarding the problem:

No match found. Entered information has to exactly match with the information in the database. Please check for typos in the information.

This was the search information you entered:

Provider ID: 0000000000
Member ID:
SSN: 000000000
First name: Firstname
Last name: Lastname
DOB:
Date of Service: 03/28/2023

Please **click to re-try your search**.

[Re-try Search](#)

If your search doesn't succeed, you will be taken to an error screen where it will give you an error message which explains why your search didn't succeed. It will also give you a summary of the search criteria you entered. If you click on re-try search, you will be taken back to the main screen to correct your information. You will not need to re-type all of the fields.