

Selecting Hill Physicians with Aetna*

During **Open Enrollment**, your HMO will ask you to select a **Primary Care Provider**, or PCP. When you make that selection, you'll be asked for the doctor's **Identification Number**. This is a unique number that not only identifies the doctor; it also indicates his or her medical group affiliation. Some doctors have several numbers so look for the one that enrolls you with Hill Physicians. If you don't, your HMO may assign you to another medical group. Although this will not affect your plan's benefits, it may impact your overall experience because medical groups provide different resources and have different administrative procedures.

Hill Physicians members enjoy the ability to self-refer within our network for vision, mental health and OB/GYN services, get discounts on yoga and massage services, free teleclasses, audio and video podcasts, a comprehensive health library and may qualify for nutritional, acupuncture and chiropractic services. The tips below will help you **Get More with Hill Physicians**.

Finding Physician and Medical Group ID Numbers: The steps and images below will guide you through selecting a doctor, highlighting how and where to find PCP and Medical Group ID Numbers necessary on your enrollment forms.

1. Visit **Aetna.com*** and, under **Get Started**, click on **Find a doctor....**
2. If you are an Aetna member, enter your username and password. If you are not a member or have not registered, scroll down to **General Search**, agree to the terms, and select your desired geography.
3. For **Provider Category**, select "Medical Providers."
4. For **Provider Type**, select "Primary Care Physicians."
5. For the **Plan**, select "HMO**." Next, click on **More Options** to narrow your search.
6. Scroll to the bottom of the screen and click **Start Search**.
7. When you find the PCP of your choice, look for the identification numbers which indicate his/her affiliation with **Hill Physicians Medical Group**.
8. Enter the numbers for your selected physician on your **Change Enrollment** form. You're done!

You can also find the PCP of your choice at **HillPhysicians.com/directory**. Then simply enter his/her name on **aetna.com** to find the necessary ID #'s.

The image shows two screenshots of the Aetna website. The top screenshot shows a search result for "Smith, John, MD" with a red circle around the "Primary Office #: 000000" field. The bottom screenshot shows the same search result with red circles around the "IPA Name: Hill Phys Med Grp East Bay-Contra C" and "Primary Office #: 000000" fields. A third screenshot shows the search criteria and results list, with a red circle around the "Primary Office #: 000000" field in the results list.

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