



# **CNSI** innovation@work

Hawaii Provider User Registration **HOKU Provider User Registration** 

Hawaii Train-the-Trainer Materials September 17, 2019

innovation@work





## Setting Up Your Account

Complete the form below. Please write down your User ID and Password.

Read Terms of Use and click checkbox. Click Submit.	<section-header><text></text></section-header>	Use real First & Last Name Add your email & choose your User ID Set & confirm your password

## **Completed Screen**

An email has been sent to your email address. Please open that email.

Congratulations! You have successfully created your account.	
A welcome email has been sent for verification Click here to continue	
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## Verify Your Email Address

#### Hello John smith,

Your Med-QUEST account is ready. To get started, verify your email.



#### Details

If the <u>verify your email</u> link doesn't work, please copy and paste the following URL into the address bar of your browser:

https://idcs-3fcb8deb0d8148e5abb998941638d2b6.identity.oraclecloud.com/ui/v1/verify?token= pEV073LB900dwsUixPYCYA0S2zAcEwQzBCX4bElrGEg%3D

Important: This link will expire on [DATE].

If you don't recognize this message, contact your system administrator at Dinesh.Kumar@cns-inc.com.

# User must complete this step within 7 days, or the user will have to repeat the set up steps.

## Verification Message

# Once verified, a message displays to notify you about the verification and to direct you to click the link to continue.

	Email Verified
	My Your email has been verified.
Clic	Click here to continue k Link to Continue

## Landing Page

### Click the HOKU icon to access the application.



## Terms of Use Page

### Once reviewed, click the Terms of Use checkbox and then click Continue.

#### Terms of Use

Please review the Terms of Use governing access to this application. You must agree to them to proceed.

*	
Terms of Use	
Thank you for visiting the State of Hawai'i Department of Human Services Med-QUEST's website. By visiting and using this web site, its subpages, and content, you are agreeing to these terms of access and use.	
Notice	
You have entered an official State of Hawai'i WEB SITE which may be used for authorized purposes only. This WEB SITE is not nor is it intended to be an open public forum.	
Definition	
As used in these terms of access and use, "WEB SITE" means and refers to all or any portion of the official State of Hawai'i government web site, subpages and content. As used in these terms of access and use, "content" includes the information, material, documents, text, graphics, images, logos, and HTML programming format (including meta tags or the meta http-equivalent), and scripts.	
Terms of Use	
Your use of the WEB SITE is subject to the following terms.	
You agree not to access, or attempt to access, or allow any employee, agent or contractor to access or attempt to access any of the Services by any means other than through the interface that is provided through this WEB SITE, unless you have been specifically allowed to do so in a separate, written agreement with the State of Hawaii Department of Human Services, Med-QUEST Division (MQD). You specifically agree not to access, or attempt to access, or allow any employee,	
agree to the Terms of Use	
Cancel Continue	



## First Screen

### Select 'New Enrollment' or 'Track Application'

Ш	Provider Enrollment			^
		New Enrollment	Enroll As A New Provider	
		Track Application	Track Existing Provider Application	

- If you are a new Hawaii Medicaid provider, you will select 'New Enrollment.'
- If you are a Hawaii Medicaid provider and received a letter with your application ID number, you will select 'Track Application' and input your application ID number on the next page.



## Thank You!

Persistence, Perseverance and Passion as always remains our credo.

## Contact Med-QUEST

https://medquest.hawaii.gov/HOKU

Email: hcsbinquiries@dhs.hawaii.gov Phone: 808-692-8099 Fax: 808-692-8087

#### **Office Address:**

601 Kamokila Boulevard, Room 506A Kapolei, HI 96707