

Get your Provider Tools!



Three steps to real-time success

Flying cars are still in the future, but efficient Provider Tools are here today. This guide will help speed you through registration so you can start using Provider Tools right away. Be sure to visit dd.deltadentalins.com/provider-tools for additional Provider Tools information, videos and webinar schedules.

1. Register at deltadentalins.com

Enter the information that matches what we already have on file for your practice:

- Dentist's first and last names
- Dentist's taxpayer identification number (TIN), without hyphens or spaces
- Practice's five-digit ZIP code
- Dentist's license number (without leading zeros, if any)

2. Log in for immediate access to certain Provider Tools

From the Authorization Code page, click Continue to use My Account, My Claim Documents and Reference Library right away.

3. Activate access to all Provider Tools

Within 10 days, you'll receive an authorization code from us in the mail. As soon as you receive it, log in and enter the code. (Be sure to use uppercase letters.)

Tips:

- Each user should register separately.
- The password you create must include a minimum of 8 characters, including an uppercase letter, lowercase letter and number.
- When logging in, remember to include the "ins" part of our URL. Even better, make **deltadentalins.com** a favorite and save keystrokes.
- If you change your TIN at any time, be sure to inform us so we can update our records. Then, you'll need to register again to use Provider Tools.
- To successfully use all Provider Tools, email your National Provider Identifier (NPI) to us at npi@delta.org (if you haven't already done so). Include your name, practice name, address, license number, the treating dentist's NPI (Type 1) and the billing dentist/dental entity's NPI (Type 2), if they are different. More information, including how to apply for an NPI, is at deltadentalins.com/dentists/guidance/npi.html.