

## Accessing ISPs on the Provider Search Tool

Effective 10/1/19, Individual Service Plans will no longer be mailed to you. All new plans will be posted to the PST once a day at 7am.

You will receive an email notification letting you know a new plan has been posted to the PST.

### Accessing plans:

1. Log in to the PST
2. Click on Service Plans



3. Click on the plan you would like to download to open it

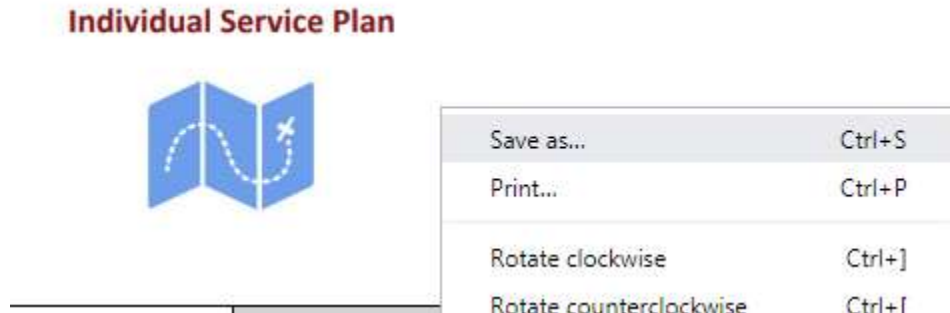
Name	Version	Posted	Effective	Span Start
Redacted	1.0	03/18/2019	04/20/2019	04/20/2019
	2.4	08/06/2019	07/18/2019	11/20/2018
	2.0	07/19/2019	08/25/2019	08/25/2019
	2.0	06/25/2019	07/17/2019	07/17/2019
	2.0	05/15/2019	06/10/2019	06/10/2019

4. Save the plan as a pdf document:

a. The download icon in the top right corner

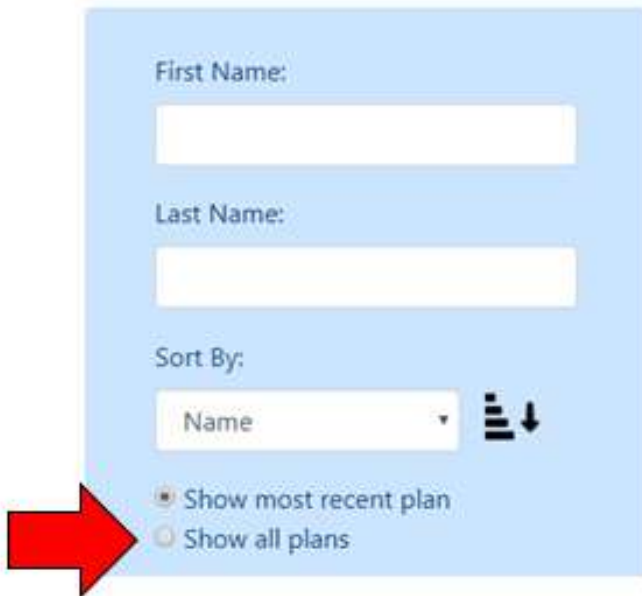


b. Right Click > Save as..




Note: When you first click on the Service Plans, you will see the most recently posted plan for everyone you serve. Clicking the “Show all plans” button will bring up every plan currently posted for the people you serve.

\*\*If someone has multiple plans that were posted on the same date, you will see all of those plans.



First Name:

Last Name:

Sort By:  
Name 

Show most recent plan  
 Show all plans