

Humana Web-based Training Schedule and Registration Information

Web-based Training Dates and Registration Information for Primary Access Administrators

The chart below provides Web-based training dates and registration information. These sessions are for Primary Access Administrators and other website users.

2011 Training Schedule

Date	Time	Subject
April 5, 2011 Tues	10am Eastern time	Humana.com unsecure feature training
April 7, 2011 Thurs	2pm Eastern time	Claim tools, Remit Inquiry
April 12, 2011 Tues	10am Eastern time	Registration and ERA/EFT
April 14, 2011 Thurs	2pm Eastern time	Referrals and Authorizations
April 21, 2011 Thurs	2pm Eastern time	Eligibility and Benefits, Cert of Coverage
April 26, 2011 Tues	10am Eastern time	Humana.com Overview
April 28, 2011 Thurs	2pm Eastern time	Humana.com unsecure feature training
May 3, 2011 Tues	10am Eastern time	Claim Tools, Remit Inquiry
May 4, 2011 Wed	2pm Eastern time	PAA Primary Access Administrator training
May 18, 2011 Wed	2pm Eastern time	Registration and ERA/EFT
May 19, 2011 Thurs	10am Eastern time	Humana.com Overview
May 24, 2011 Tues	2pm Eastern time	PAA Primary Access Administrator training
May 26, 2011 Thurs	10am Eastern time	Claim Tools, Remit Inquiry
May 31, 2011 Tues	10am Eastern time	Referrals and Authorizations
June 2, 2011 Thurs	2pm Eastern time	Registration and ERA/EFT
June 7, 2011 Tues	10am Eastern time	Eligibility and Benefits, Cert of Coverage
June 9, 2011 Thurs	2pm Eastern time	Humana.com Overview
June 14, 2011 Tues	10am Eastern time	RTA (Real Time Adjudication)
June 16, 2011 Thurs	2pm Eastern time	Claim Tools, Remit Inquiry
June 21, 2011 Tues	10am Eastern time	PAA Primary Access Administrator training
June 23, 2011 Thurs	2pm Eastern time	Referrals and Authorizations

2011 Training Schedule

Date	Time	Subject
June 30, 2011 Thurs	10am Eastern time	Humana.com Overview
July 5, 2011 Tues	2pm Eastern time	Eligibility and Benefits, Cert of Coverage
July 7, 2011 Thurs	10am Eastern time	Claims Tools, Remit Inquiry
July 12, 2011 Tues	2pm Eastern time	Registration and ERA EFT
July 13, 2011 Wed	2pm Eastern time	Referrals and Authorizations
July 19, 2011 Tues	10am Eastern time	Humana.com Overview
July 20, 2011 Wed	2pm Eastern time	Eligibility and Benefits, Cert of Coverage
July 26, 2011 Tues	10am Eastern time	Registration and ERA EFT
July 28, 2011 Thurs	2pm Eastern time	PAA Primary Access Admin training
August 2, 2011 Tues	10am Eastern time	Humana.com Overview
August 4, 2011 Thurs	2pm Eastern time	Claims Tools, Remit Inquiry
August 9, 2011 Tues	10am Eastern time	Humana.com unsecured feature training
August 11, 2011 Thurs	2pm Eastern time	RTA (Real Time Adjudication)
August 16, 2011 Tues	2pm Eastern time	Referrals and Authorizations
August 18, 2011 Thurs	2pm Eastern time	Humana.com Overview
August 23, 2011 Tues	10am Eastern time	Eligibility and Benefits, Cert of Coverage
August 25, 2011 Thurs	2pm Eastern time	PAA Primary Access Admin training
August 30, 2011 Tues	10am Eastern time	Claims Tools, Remit Inquiry
September 1, 2011 Thurs	2pm Eastern time	Humana.com Overview
September 6, 2011 Tues	10am Eastern time	Humana.com unsecured feature training
September 8, 2011 Thurs	2pm Eastern time	RTA (Real Time Adjudication)
September 13, 2011 Tues	10am Eastern time	Referrals and Authorizations
September 15, 2011 Thurs	2pm Eastern time	Humana.com Overview
September 20, 2011 Tues	10am Eastern time	PAA Primary Access Admin training
September 22, 2011 Thurs	2pm Eastern time	Claims Tools, Remit Inquiry
September 27, 2011 Tues	10am Eastern time	Eligibility and Benefits, Cert of Coverage
September 29, 2011 Thurs	2pm Eastern time	Referrals and Authorizations
October 4, 2011 Tues	10am Eastern time	Humana.com Overview
October 6, 2011 Thurs	2pm Eastern time	RTA (Real Time Adjudication)

2011 Training Schedule

Date	Time	Subject
October 12, 2011 Wed	10am Eastern time	Claims Tools, Remit Inquiry
October 13, 2011 Thurs	2pm Eastern time	PAA Primary Access Admin training
October 18, 2011 Tues	10am Eastern time	Registration and ERA EFT
October 19, 2011 Wed	2pm Eastern time	Eligibility and Benefits, Cert of Coverage
October 20, 2011 Thurs	2pm Eastern time	Referrals and Authorizations
October 25, 2011 Tues	10am Eastern time	Humana.com unsecured feature training
October 27, 2011 Thurs	2pm Eastern time	RTA (Real Time Adjudication)
November 1, 2011 Tues	2pm Eastern time	Eligibility and Benefits, Cert of Coverage
November 3, 2011 Thurs	10am Eastern time	Humana.com Overview
November 8, 2011 Tues	2pm Eastern time	Claims Tools, Remit Inquiry
November 10, 2011 Thurs	10am Eastern time	Registration and ERA EFT
November 15, 2011 Tues	2pm Eastern time	Eligibility and Benefits, Cert of Coverage
November 17, 2011 Thurs	10am Eastern time	PAA Primary Access Admin training
November 22, 2011 Tues	2pm Eastern time	Referrals and Authorizations
November 29, 2011 Tues	10am Eastern time	Humana.com Overview
December 1, 2011 Thurs	2pm Eastern time	Claims Tools, Remit Inquiry
December 6, 2011 Tues	10am Eastern time	RTA (Real Time Adjudication)
December 8, 2011 Thurs	2pm Eastern time	Referrals and Authorizations
December 13, 2011 Tues	10am Eastern time	Registration and ERA EFT
December 15, 2011 Thurs	2pm Eastern time	Eligibility and Benefits, Cert of Coverage
December 20, 2011 Tues	10am Eastern time	PAA Primary Access Admin training
December 27, 2011 Tues	2pm Eastern time	Humana.com Overview

How to Register

By E-mail:

To register, send an e-mail to deployment@humana.com. When registering, insert the following information on the **subject line** of the e-mail:

Registration – DATE OF TRAINING (ex: 11/1/05)

Please also include the following information in the e-mail:

- Name of main participant
- Practice name
- Phone Number
- Fax Number
- E-mail address(es) of participant(s)
- Tax ID Number
- Number of participants for the training session

Confirmation and instructions on how to access the online seminar will be sent via e-mail within 48 hours.

By Fax:

If you are unable to e-mail your registration, please fax the same information to 210-991-9167.