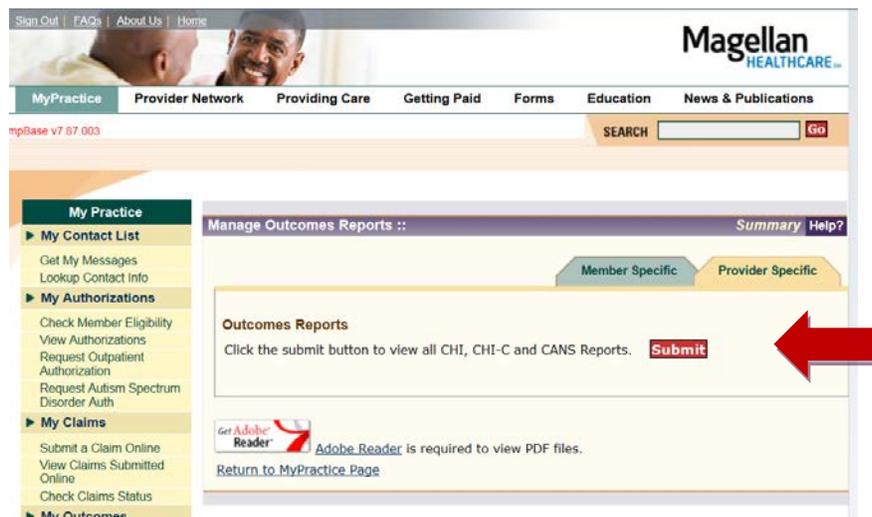
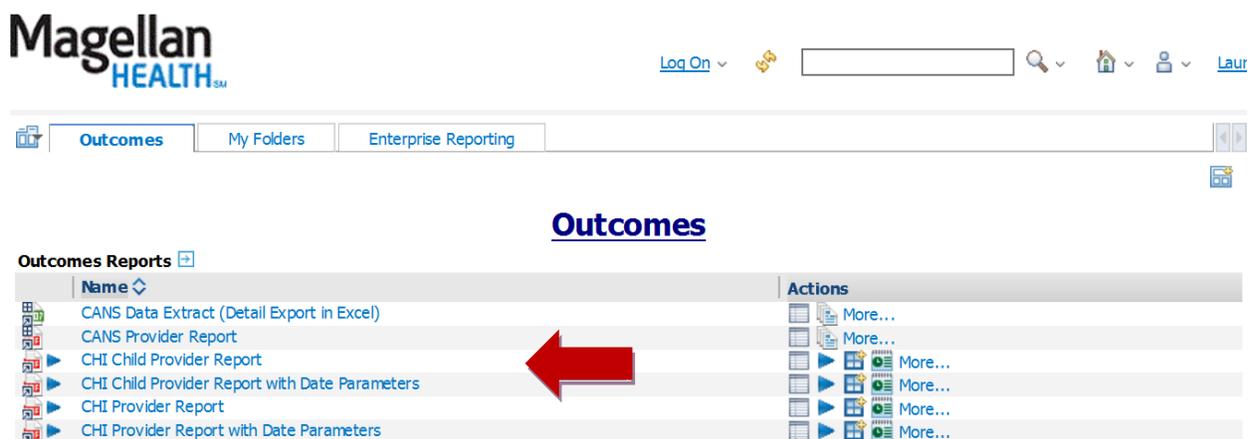


# How to Access Your “Manage Outcomes” Provider Web Reports

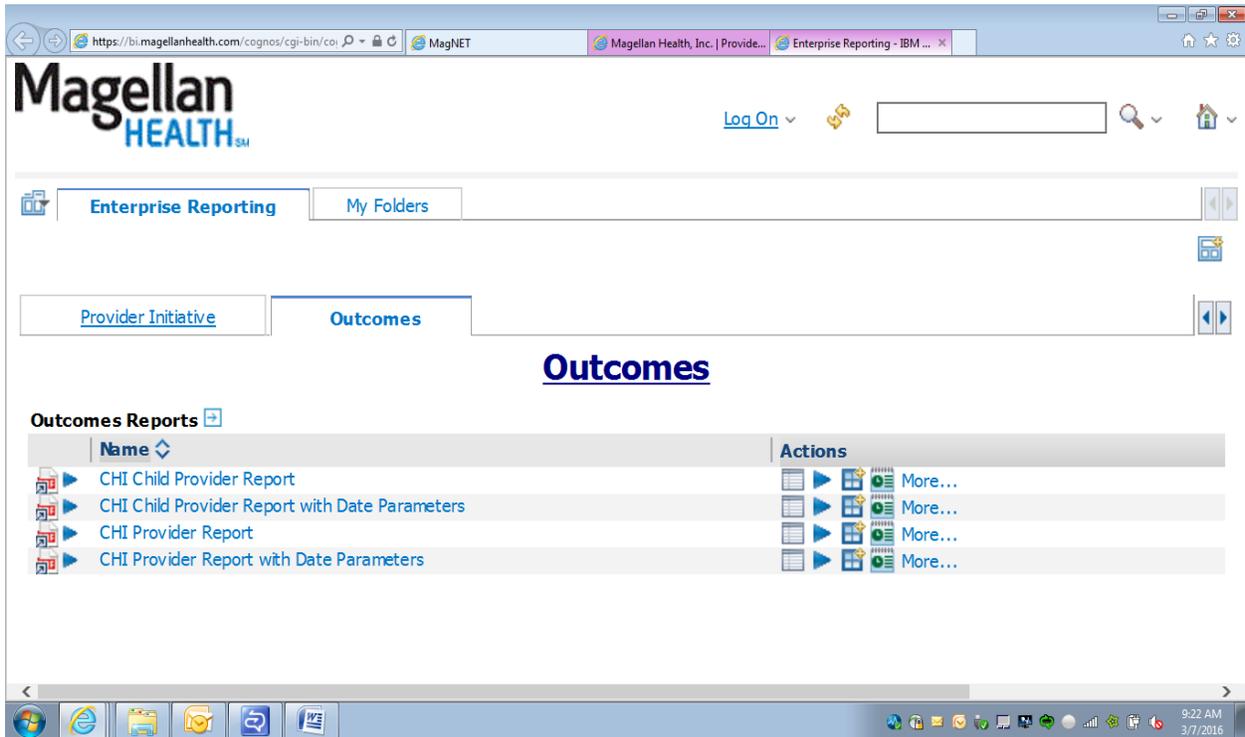
Log on to your secure-account with your username and password at [www.MagellanProvider.com](http://www.MagellanProvider.com); select the Manage Outcomes application. Under the Provider Specific tab, click the Submit button to view all CHI, CHI-C, and CANS reports:



The reporting portal IBM Cognos Connection will open. Click on the “Outcomes” tab to select the report:

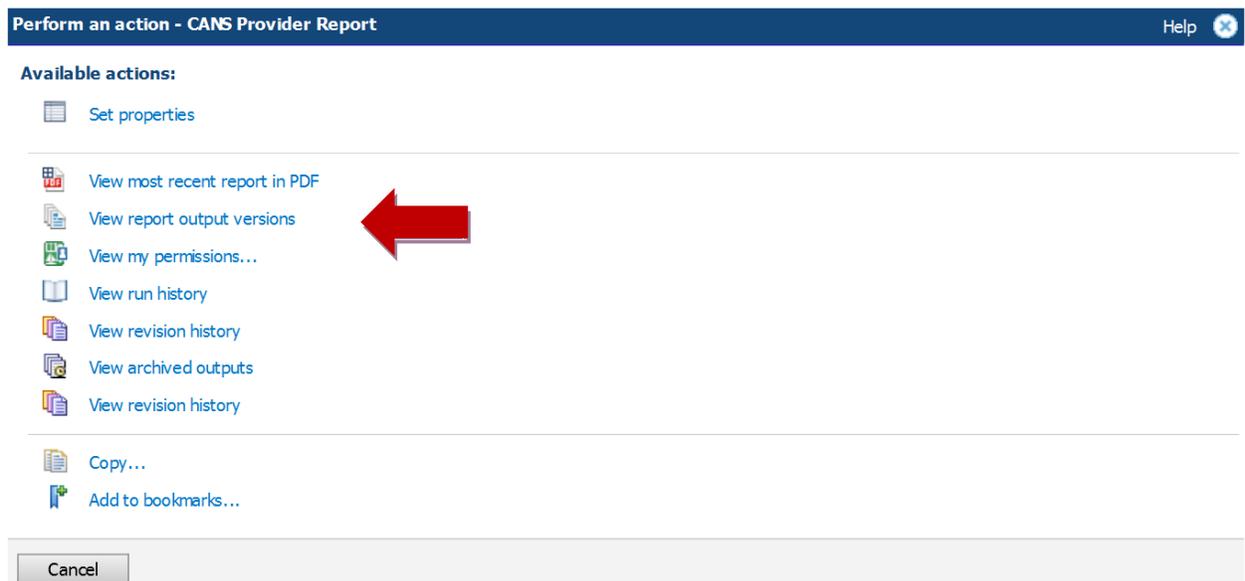


If you only have access to CHI/CHI-C reports, your “Outcomes” tab will be under the “Enterprise Reporting” tab and will not contain CANS reports:



### If you have access to more than one MIS#:

**For the CANS:** If you have access to more than one MIS#, select the action “More” and in the Available Actions screen, select “View report output versions” to see all MIS# versions.



**For CHI and CHI-C:** If you have multiple MIS# access under your User ID, all the MIS# reports will be aggregated into one report. The last page of the User ID report will identify all the MIS#s in your user-based report.

To have a User ID report for only one MIS#, the User ID will need to be limited to that MIS#. If needed, the administrator for your agency's MagellanHealth.com/provider account can set up a User ID specifically for pulling a single MIS# account.

### Selecting data parameters:

**For CHI and CHI-C:** Use the calendar to select a start and end date for your report. Do not change the time which is set for midnight to capture the entire first and last day. Please see the Help Document, "How to Understand a CHI Provider Web Report," for the use of the Last Day Logic in the standard (24-month rolling) and the date parameter provider web reports.

**For the CANS:** The CANS reports are "burst" by the tenth day of the next month, and up to 10 reports are archived. To view your archived reports, next to the CANS report select the action "More" and in the Available Actions screen select "View Output Versions" to see all MIS# versions. Note that for the CANS Data Extract in Excel, only the most recent report needs to be accessed, as it contains all CANS entered up to the last day of the last month.

For additional information on the reports, please see "How to Understand a CHI Provider Web Report" found in the *Outcomes Library* on [www.MagellanProvider.com](http://www.MagellanProvider.com) under "Education."