



Behavioral Health Resources For LivingSM Employee Assistance Program (EAP) Provider Application to Submit EAP Electronic Claims

Instructions

- To apply for EAP electronic claim submission access, fill out the applicant and provider sections below. Add your information to the boxes on the right of each section.
- Then in the authorization section, sign and date the application.
- Return it to us via email at EAPProviderConnectSupport@aetna.com or fax it to **959-282-8478**. Once approved, we'll email you within 3 business days.
- If you have questions, call us at **1-888-893-6584** Monday through Friday, 8:00 a.m. to 5:00 p.m. ET.
- *Please note that providers who deliver EAP services should have an Aetna EAP Provider agreement.*

A. Application Section

1. NaviNet® username (dross96)	
2. Applicant name (first, middle, last)	
3. Company name	
4. Company address	
5. Telephone number (XXX-XXX-XXXX)	
6. Fax number	
7. Email address	

B. EAP Provider Section

1. Provider name (first, middle, last or group name)	
2. Telephone number (XXX-XXX-XXXX)	
3. Tax Identification Number or Social Security Number	

C. Authorization Section

Signature	Date
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Aetna Resources For LivingSM is the brand name used for products and services offered through the Aetna group of subsidiary companies (Aetna). The EAP is administered by Aetna Behavioral Health, LLC, Horizon Behavioral Health Services, LLC and Resources For Living, LLC. In California for Knox-Keene plans, Aetna Health of California, Inc. and Health and Human Resources Center, Inc.