# View Remits Online in Provider Connection

**sentarahealthplans.com/providers**

Sentara Health Plans

## Step 1

Click **Sign In/Register** at the top right corner of the web page.

## Step 2

Once signed in, select **Remits and Pend Reports**.

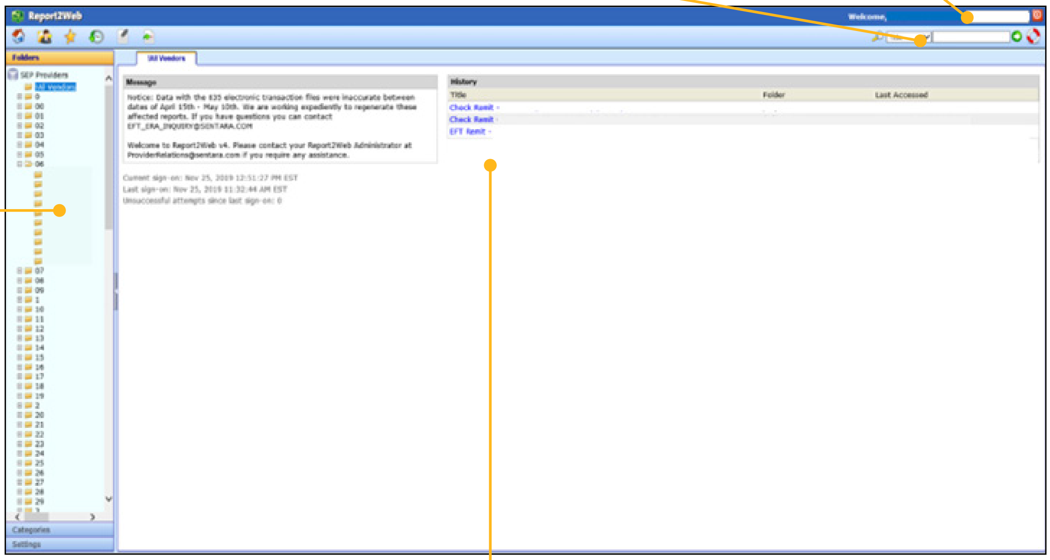
## Step 3

Opening View of Remit.

Search for specific remits by check amount, control/check number, or check date.

**Newest Feature**
Provider's History - This catalogue is for historical purposes to improve performance.

Folders for all provider practices associated with your sign in will appear here. Folders are labeled with the last two digits of the practice vendor number.




Recently viewed remits will display here.

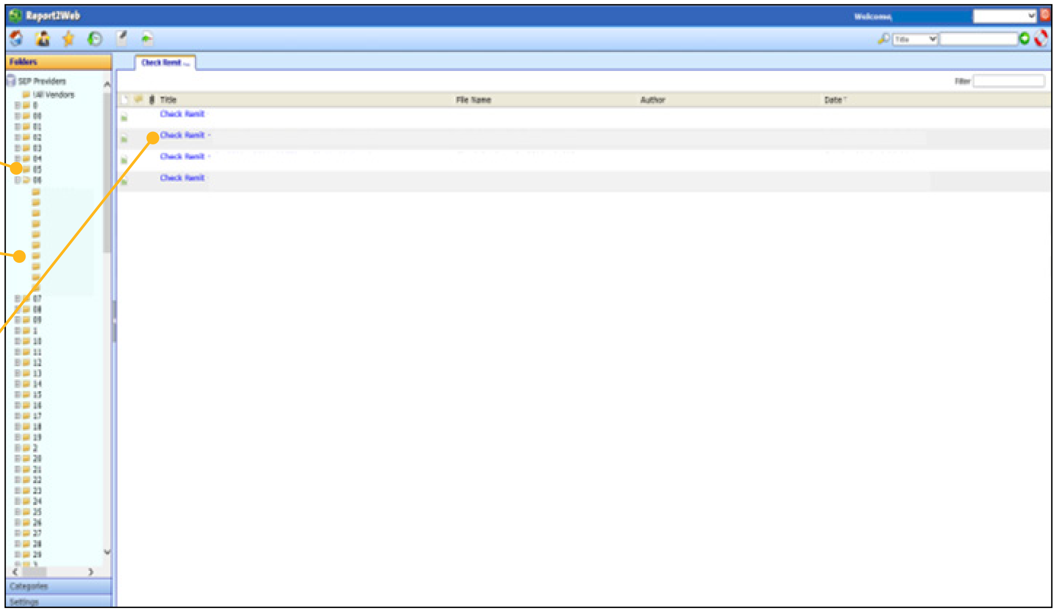
## Step 4

Accessing Remits and Pend Reports.

**1.**
Click to expand the folder.

**2.**
Click on the full vendor number to display a list of remits and reports.

**3.**
Click on remit/report title to view details.

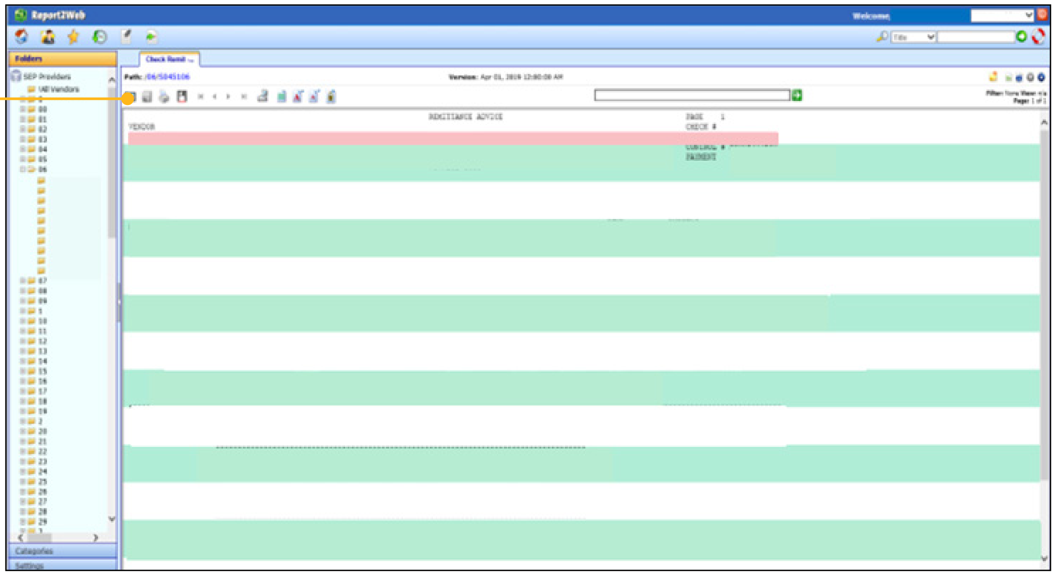


## Step 5

Reviewing Remits and Pend Reports.

**Remit Viewing/Printing**
Icons on toolbar allow you to:

- print
- save as PDF
- page through or jump pages
- remove the green lines for cleaner print
- increase/decrease the font size
- freeze columns or rows



Sentara® Health Plans

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For questions in reference to an 835 electronic file or remittance advice, please contact **EFT_ERA_INQUIRY@sentara.com**

For issues accessing Report2Web, contact the Provider Connection Support Team at **ProviderConnectionSupport@sentara.com**