

## ONLINE ACCESS

# TIP SHEET

*A guide for providers seeking ONLINE ACCESS to the Amgen Safety Net Foundation online portal.*

- Enroll patients online
- Request replacement
- View patient status
- View shipment status

## How does ONLINE ACCESS work?

ONLINE ACCESS is an online portal provided by Amgen Safety Net Foundation (ASNF) that enables providers to conduct paperless transactions. To access the online portal users must first obtain an invitation code and register for ONLINE ACCESS.

## How do I request an invitation code to use ONLINE ACCESS?

- STEP 1** Go to our website at [amgensafetynetfoundation.com](http://amgensafetynetfoundation.com) and click on the **Provider Access** link at the top of the page.
- STEP 2** Where it says “Request an invite code,” click on **Get code**. Note that you will need the following pieces of information: your first and last name, office name and address, and your telephone number.
- STEP 3** Fill out the information and click on **Request Invite**. Within two business days you will be contacted via telephone with an invite code. You will use this code to register.

## How do I register with my invitation code?

- STEP 1** Go to our website at [amgensafetynetfoundation.com](http://amgensafetynetfoundation.com) and click on the **Provider Access** link at the top of the page.
- STEP 2** Type your invitation code where it says “Enter your invite code to sign up” and click on **Sign up**. Note that you will need the following pieces of information: first and last name, telephone number, and email address. You will then create and confirm a password and select and answer a security question.
- STEP 3** Click on the checkbox to confirm you have read and understood the terms of use of the website.
- STEP 4** Click **Register now**. A verification code will be emailed to the address that you provided in the registration.
- STEP 5** Enter the verification code sent to you by email and click **Finish**. You will now be taken to the Dashboard tab to manage your patients and requests.

## Questions?

Call us at 1-888-762-6436 to speak to one of our Patient Assistance Counselors, Monday through Friday, 9am to 8pm EST.