Conducting a Provider Search in the Provider Selection
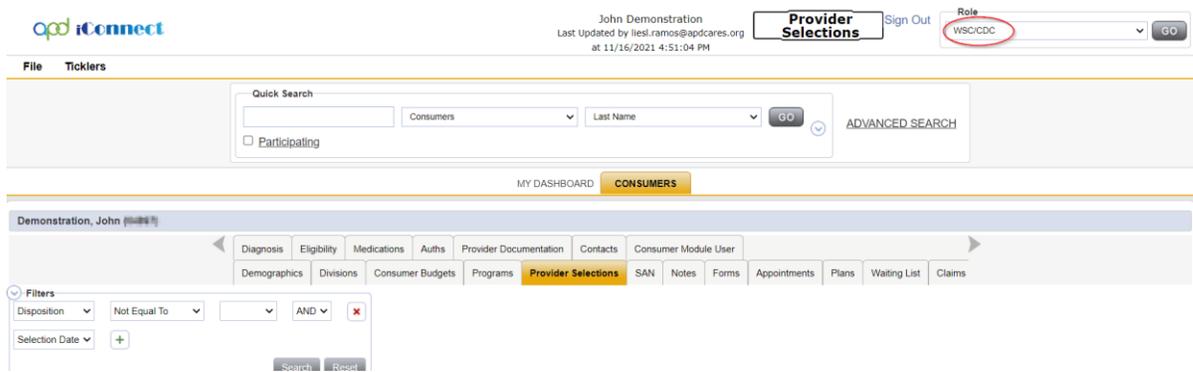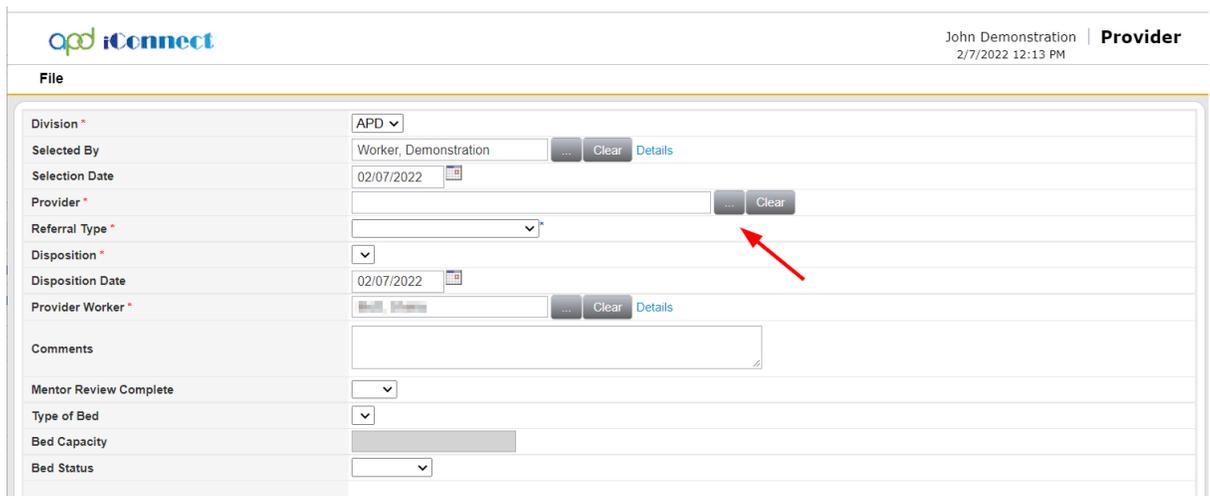## TEMPORARY WORKAROUND

There is a known issue with the provider search function on the Provider Selection screen. While APD and the vendor work to resolve this issue, the following is a temporary workaround to aide WSCs and CDC+ Consultants when adding a Provider Selection record.
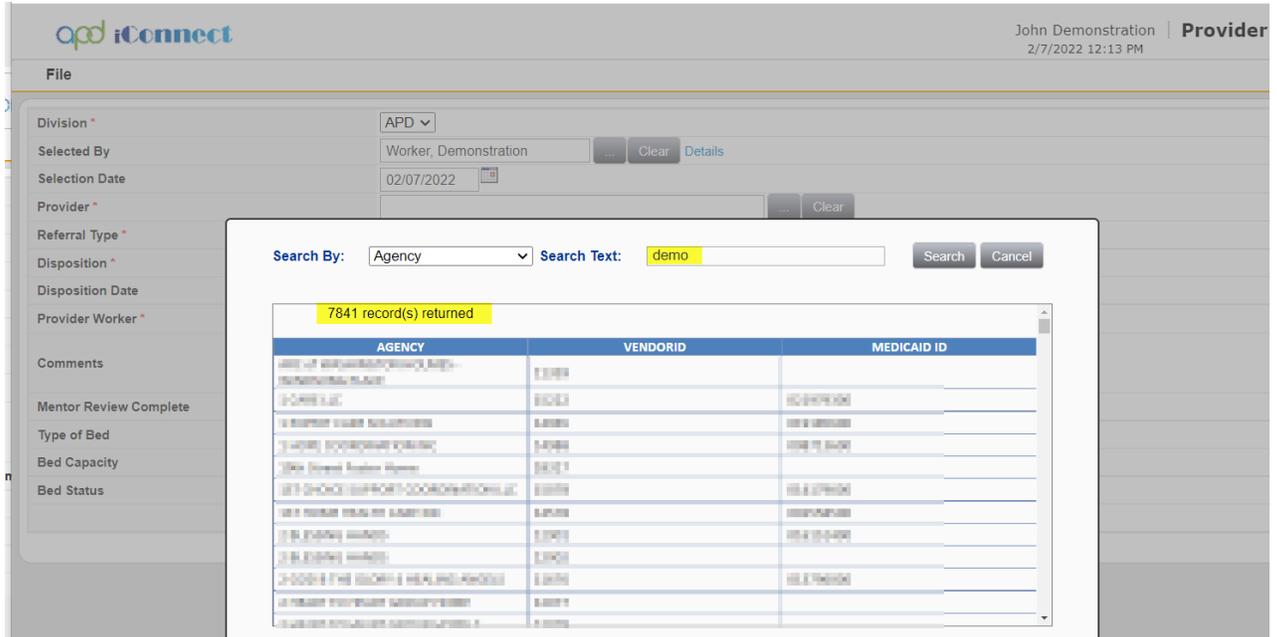
1. Log into APD iConnect, using the WSC/CDC role.

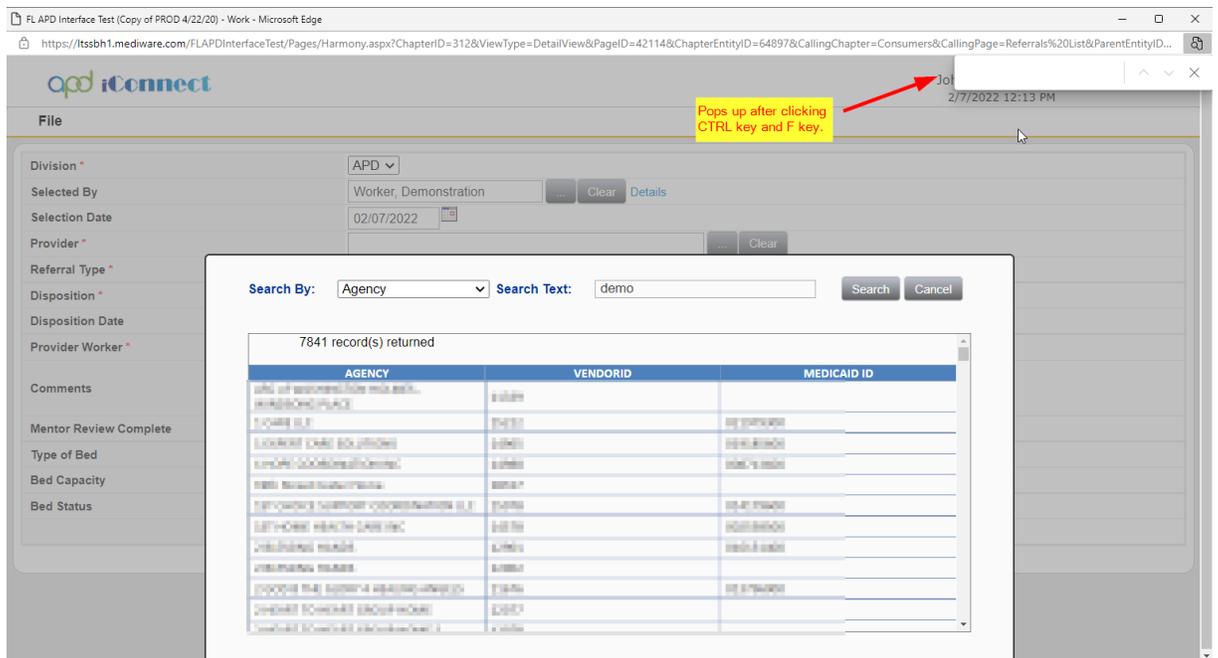2. Navigate to the Provider Selection tab of the Consumer's record.

3. Click File>Add Provider

4. In the new screen that opens, click on the search ellipsis to choose a Provider.
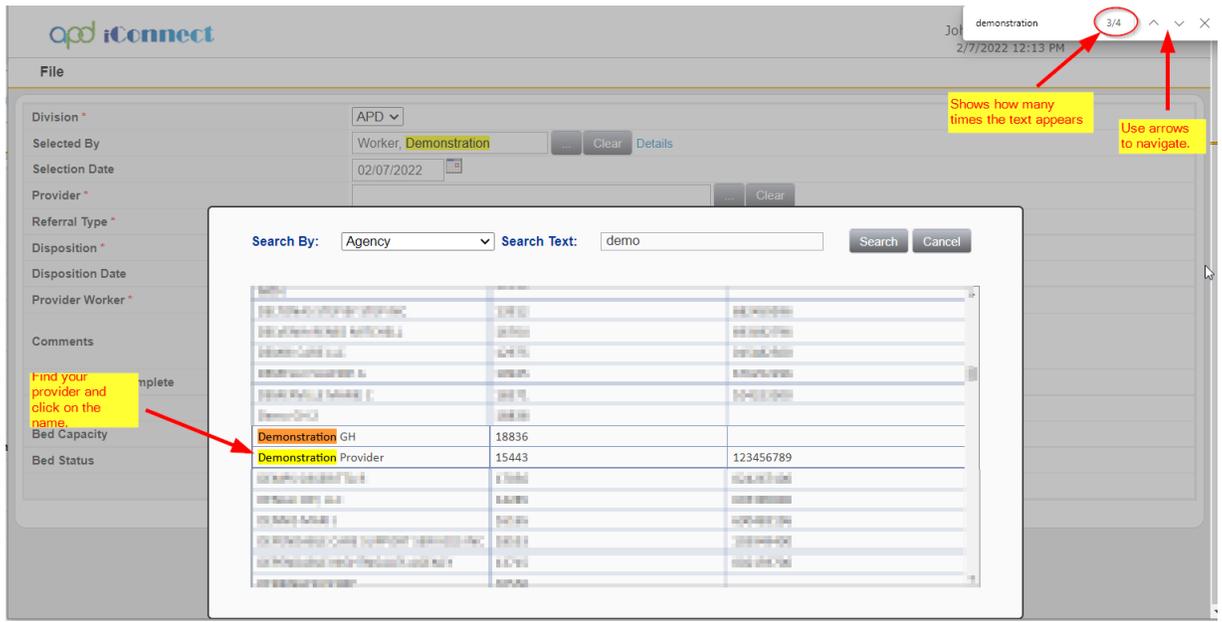
5. In the search window that opens, type the first few letters of the provider, and click search. NOTE: This will bring the list of all providers in APD iConnect. This is the issue this document will workaround.
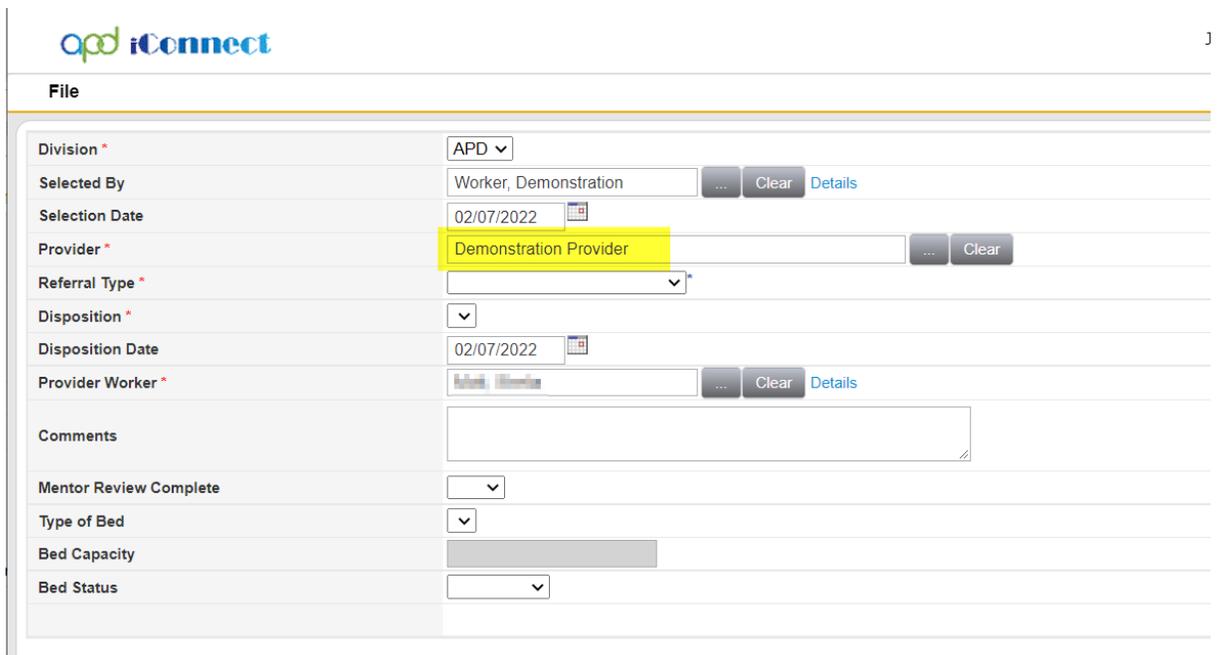

6. From here, click on the CTRL key and the 'F' key and this will launch a search window in the upper right-hand corner.

7. Type the provider's name in the new search window. You will see how many times the name appears and can use the up/down arrows to navigate to the provider you are searching for.

8. Once you find the provider, click on it to bring into the Provider Selection record.

9. Complete the Provider Selection record as you normally would.