



Broker Update



Tips & Tricks for Centene Workbench

Attention Valued Partner,

In our ongoing commitment to be your trusted business partner, Wellcare is working hard to provide you with resources that support excellent service for your business and our members.

Centene Workbench is your one-stop source for self-service tools to help you manage and grow your business. As we prepare for the busy sales season, we're continuing our series of useful tips and navigation help for accessing the information you need to support your business needs.

Today's Tip – Growing Your Book of Business

An important component of growing your book of business is knowing and understanding key data regarding who your existing members are. The *Book of Business* link in the portal allows you to see your member roster conveniently organized in on place. From here you'll be able to:

- Take a deep dive into your member's individual characteristics and leverage that data to help drive referrals and retention.
- Print member ID cards from within your Book of Business.
- View all of your members within the Deeming Period in one location.

Drill down to gain greater detail on your members in four easy steps:

1. From the Navigation Menu select the *Book of Business* link.
2. Search for your members either by selecting the Search button to display all of your members, or narrow down your selection by typing in specific criteria in the available fields.
3. Once your list displays under either search method, you can further narrow down your results by typing in specific search criteria in the list's Search field.

4. Download your desired list to view the additional member information available for each record.

See the steps in action by viewing our [video walk-through](#) for the *Book of Business* section.

Visit the [Broker Resources](#) page for convenient access to a variety of Centene Workbench tools all in one location.

Catch up on all the installments in the Centene Workbench Tips & Tricks series:

[Exploring the Dashboard](#)

[Navigating My Credentials](#)

As always, thank you for your continued partnership!

Centene ranks #25 on the Fortune 500 List

Our company provides programs and services to government healthcare programs. We are the country's largest Medicaid managed care organization. See our current standing: <https://fortune.com/company/centene/fortune500/>

Tutorial Video Links

[Online Formulary](#)
[Provider Directory](#)

Important Broker Links

[Single Sign-On Portal](#)

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