

# Using Directories Online

We recognize the importance of providing clients and members with the most current, in-depth information about the First Health Network. That's why we offer the Directories Online application as part of our collection of online tools. This software allows you to create and print customized network directories on demand 24 hours a day, 365 days a year. You can obtain your customized directory via Email within minutes of completing just a few steps.

## To Get Started:

Go to [www.firsthealth.com](http://www.firsthealth.com)  
Click "Create a Directory"

## You can Search by Type or Location:

### Search by Type:

**1. Select State, Directory Type** (City or County) **and Provider Type:**

- All Physicians
- Ancillary Service Provider
- Hospitals
- Specialists
- Urgent Care Centers

**2. Select a City, Specialty and Language**

### 3. Enter your Criteria

- Email address
- Directory name
- Table of contents and/or index

You then have the option to change your selections.

**4. Select Save Search** (Enter Name) or **Create Directory** (Will be sent to you promptly)

### Search by Location:

**1. Enter Address and Provider Type:**

- All Physicians
- Ancillary Service Provider
- Hospitals
- Specialists
- Urgent Care Centers

**2. Select Mileage**

**3. Enter your Criteria**

- Email address
- Directory name
- Table of contents and/or index

You then have the option to change your selections.

**4. Select Save Search** (Enter Name) or **Create Directory** (Will be sent to you promptly)

