## Mesa Account Creation

1 Na "Pi	avigate to https://www.gravie.com/provider-help/ and click "Click here" in the rovider self-service portal and resources" section.
	Brokers × Employers × Members × About Us × Log In ×
	Who is Gravie? Gravie Administrative Services LLC is a licensed Third Party Administrator that administers self-funded medical plans for employers. Benefits
	are administered through Gravie with primary and regional leased networks through Aetna, Cigna, and PHCS/Multiplan.  Provider self-service portal and resources  Cochere to self-service resources to review the claims you've submitted to us or look up a member's eligibility.
•	Other important network resources?

2 You will be taken to https://gravie-mesa.javelinaweb.com/. On that page, click "Sign Up Now".

Username :	
Password :	Forgot Username or Password?
	Login
_	
Don	't have a user account? Sign Up Now

<b>3</b> Click the "Provider" field.	
New user Registration > Select Type of user • Indicates Mandatory Fields / Sections Select Type of user * : Email * : Continue Cancel	

4 Type in your email and click "continue".



Correctly enter information into the user credential fields and then click "continue". Not all fields need to be filled out. 5

Provider Type * :	O Physician O Facility				
Credentials					
Facility Tay ID -					
Physician NPL :					
Frigiscian Ner .					
Facility Addross Line 1			-		
Facility Address Line 1.			-		
Facility Address Line2 :			-		
Facility Address Lines .					
Facility City :	Calaat				
Facility State :	Select V		_		
Facility Postal Code :			_		
Physician's First Name :			_		
Physician's Last Name :			_		
License Number :					
License State :	Ľ				
Physician's Social Security Number :					
Physician's Date of Birth :			_		
Physician's Email Address :	sampleprovider3@gmail.com		_		
Last Name :			_		
First Name :					
Title :	Select ~		_		
user Email Address :					
	Continue Cancel				
Javelina	About   Contact Us   Terms & Cone & by Eldorado, a division of MphasiS   Ins	ditions   Privacy Policy   Disclaimer ance ID: 28278c41-5a0c-4571-a9b6-76bc	5bc6203828f	28f	

If you are found in the system, a facility will populate. Select the button next to your facility.

Facility ID(s)     Facility Name     Contact Name     Service Address       Tax ID:     Phoenix AZ 850	New user Reg	jistration - I	Facility Mate	ching Records Information	lick "
Tax ID: Phoenix AZ 850	Facility ID(s)	Facility Name	Contact Name	Service Address	lick
	Tax ID:			Phoenix A	Z 850!
Continue         Search Again         Cancel	<b>Continue</b> Se	arch Again	Cancel		

7 Then click Con	itinue.			
110		you auon - i	aomty mate	
				Information
		Syst	em has found one	e record. If this is the correct one, please click "C
	Facility ID(s)	Facility Name	Contact Name	Service Address
۲	Tax ID:			Phoenix AZ 8505
Co	ontinue) Se	earch Again	Cancel	

Create your username and password, then select a security question and answer. Click Continue when finished.

8

New user Registration	- Security
* Indicates Mandatory Fields	
Username & Password	
Usernan	ne*: sampleprovider 🖪
Passwo	rd *:
Confirm Passwo	rd *: 0
	Password Guidelines
	<ul> <li>Password should have a minimum of 2 characters</li> <li>Password should be less than or equal to 32 characters</li> </ul>
	<ul> <li>Password should be less than of equal to 52 characters</li> <li>Password should have a minimum of 1 characters in uppercase</li> </ul>
	<ul> <li>Password should have a minimum of 1 numbers or special characters</li> </ul>
Security Question *	
Security Question	Select Question Here
Security Answ	er*: Type Answer Here
	Continue
	About   Contact Us   Terms & Conditions   Privacy Policy   Disclaimer
	Javelina ® by Eldorado, a division of MohasiS   Instance ID: 28278c41-5a0c-4571-a9b6-76bc6203828f

**9** Ensure the information is correct. Next, type your first and last name along with the date to sign the form electronically. Then click continue.

* Indicates	Mandatory Fields	
Credentials		
	Drawidar Tura i	Facility
	Provider Type :	raciiity
	Facility Tax ID :	
	Facility Name :	
	Physician's First Name :	
	Physician's Last Name :	
	License State :	
Edit		
Security Que	estion	
	Security Question :	Select Question Here
	Security Answer :	Type Answer Here
Edit		
Electronic A	uthorization Signature	
	First and Last Name * :	
	Date * :	
		Continue
		About   Contact Us   Terms & Conditions   Privacy Policy   Disclaimer Javelina ® by Eldorado, a division of MphasiS   Instance ID: 28278c41-5a0c-4571-a9b6-76bc6203828f

5

10 You are now registered. Click "Go To Login Page" and you will be taken back to the original login page.



**11** Type your newly created credentials, hit "Login", and you will be given access to the portal.