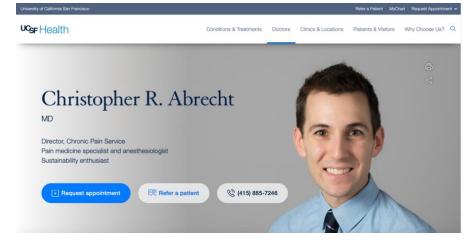


How to Request a UCSF Health Provider Page



Who is eligible to be listed:

- Providers who practice and see patients at UCSF Health
- Work full-time or are active attendings (per diem faculty, emeritus faculty who do not see patients are excluded)
- Hold clinical privileges and can be verifiable by the medical credentialing office

Instructions

Step 1: Go to the UCSF Health Marketing Portal to submit request for a new provider page.

• Direct link here → <u>Add New Provider Page</u>

Complete and submit the short form to initiate the profile request. After submission, you will receive a confirmation email at the email address you listed on the form.

Step 2: Complete the <u>Provider Bio Questionnaire</u> (found within the request form) to the extent that you would like it completed. You do not need to answer every question, but the information you add will provide additional value to our patients who may be visiting the website.

Step 3: Send and attach the completed *Provider Bio Questionnaire* by replying to the confirmation email you received from "Website Requests" when you submitted your ticket in the marketing portal.

The website editors will then review your submission and edit the content for style and clarity.

If you have any trouble or further questions, please email providerbio@ucsf.edu.