

**Corvel Payments (specific HI Workmans comp claims)-**

the payments only go through this portal – they do not come by paper or through Heno. We must locate and a/p these payments manually.

Log in info is on indehub (save this info to computer for ease of use)

Once logged in click **BILL STATUS** form top task bar  
then

Leave Tax ID as select all and click **SEARCH** (left hand corner)

Start at the top.

Open by clicking blue link **View Details** and check if payment had already been applied by vieing payments on Heno.

Not applied?

Then manually a/p check into Heno.

Once a/p click the white box next to the View Actions link and then click **MARK AS COMPLETE** :)