To look up Doctors and Facilities in the PHCS network, you can do either of the following:

**For Apex Advantage Plan Members:***

1. To create a directory for your zip code and surrounding area go to the following website:
   https://www.multiplan.com/directories
   a. Click on the green “Select Network”
      i. Select: “PHCS”
      ii. Select: “Specific Services”
   b. Enter your zip code
      i. You can expand outside of the zip code on the dropdown box
   c. Provider Type
      i. Choose “Select All” - or
      ii. Choose specific categories of providers
   d. Facility
      i. Choose “Select All” - or
      ii. Choose specific types of facilities
   e. Click the green “Continue” button at the bottom of the page
   f. Enter a name, such as “My provider directory for 22151”
   g. Enter your email address (twice)
   h. Your directory will be emailed to you in a few minutes

2. To search for specific providers, go to the following website:
   https://www.multiplan.com/webcenter/portal/ProviderSearch
   a. Click on the green “Select Network”
      i. Select: “PHCS”
      ii. Select: “Specific Services”
   b. Search by Name. Specialty, facility type, etc.
      i. Note: some doctors will be listed under the practice name, others under the doctor name. We recommend running a full directory above.
   c. Enter the zip code or city/county & state

**For Apex Advantage Basic/HDHP Members:**

1. To create a directory for your zip code and surrounding area go to the following website:
   https://www.multiplan.com/directories
   a. Click on the green “Select Network”
      i. Choose: “PHCS”
      ii. Choose: “Preventive Services Only”
   d. Enter your zip code
      i. You can expand outside of the zip code on the dropdown box
   e. Provider Type
      i. Choose “Select All” - or
      ii. Choose specific categories of providers
   f. Facility
i. Choose “Select All” - or  
ii. Choose specific types of facilities  
g. Click the green “Continue” button at the bottom of the page  
h. Enter a name, such as “My provider directory for 22151”  
i. Enter your email address (twice)  
j. Your directory will be emailed to you in a few minutes

3. To search for specific providers, go to the following website:  
https://www.multiplan.com/webcenter/portal/ProviderSearch  
   a. Click on the green “Select Network”  
      i. Select: “PHCS”  
      ii. Select “Preventive Services”  
   b. Search by Name. Specialty, facility type, etc.  
      i. Note: some doctors will be listed under the practice name, others under the doctor name. We recommend running a full directory above.  
   c. Enter the zip code or city/county & state