

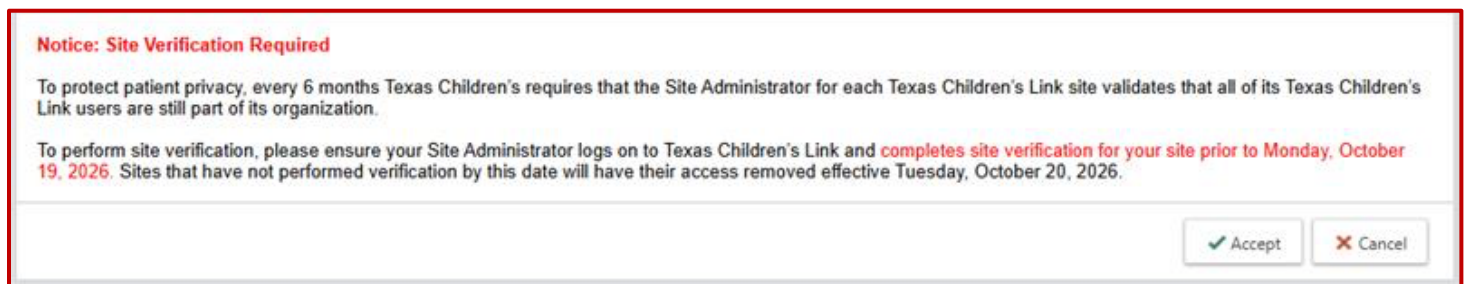
Dear Texas Children's Link Site Administrator,

To protect patient privacy, every 6 months Texas Children's requires that the Site Administrator for each Texas Children's Link site validates that all of its current users are still part of its organization.

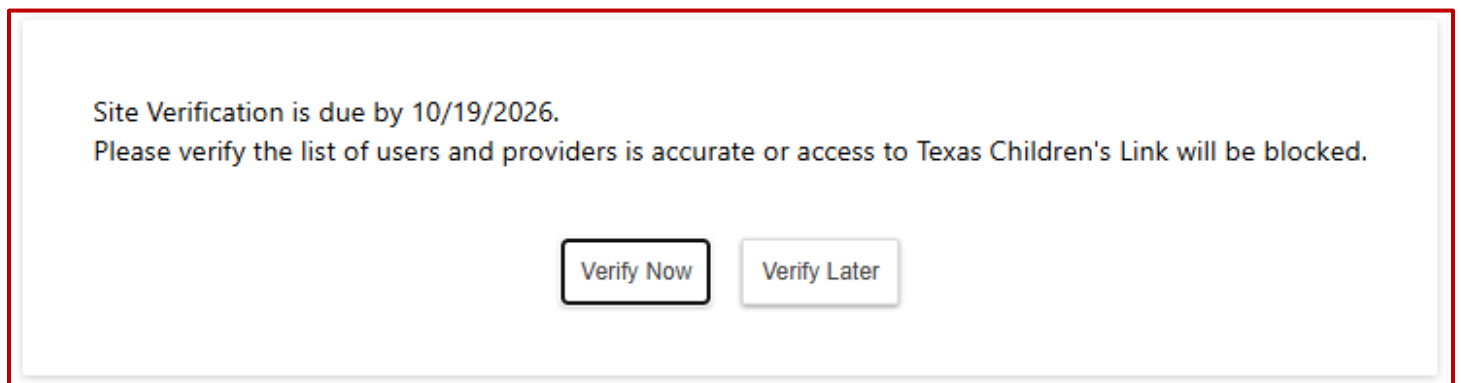
To perform your site verification, please log on to Texas Children's Link and complete verification for your site **prior to Monday, October 19, 2026**. Sites that have not performed verification by this date will have their access removed effective Tuesday, October 20, 2026.

Please note the following regarding site verification, (screenshots are included for illustrative purposes):

1. **All users** for your site will see a Site Verification notification upon their initial login during the site verification timeframe (**between 9/11/26 and 10/19/26**). This notification will display regardless of whether your site has performed verification. After the initial log-in, users who are not a Site Administrator will no longer see a log-in message and can reference the portal's homepage banner for site verification information.



2. As a **Site Administrator**, if you have not yet performed site verification you will see the following notification upon each login. This notification will continue until you perform site verification. To start site verification, log into Texas Children's Link and click "**Verify Now**"



3. As a **Site Administrator**, when you click "Verify Now", you will be directed to the following screen. You can also access the screen by selecting "Admin" from the top menu bar, then selecting the tab called "Site Verification". When on the screen, proceed as follows:
 - Select "Yes" if the person listed is still with your clinic and still needs Texas Children's Link access
 - Select "No" if the person listed is no longer with your clinic OR no longer needs Texas Children's Link access. When no is selected, please provide a brief explanation.
 - Click "I Acknowledge & Verify" at the bottom of the screen

My Groups
Account Requests
Site Verification

Site Verification

Yes	No	Test, Tapestry Only	TAPTESTONLY	No	10/7/2021 2:11 PM	
Yes	No	Test, Tapestry Only - Tgl	TAPTESTONLYTGL	No		
Yes	No	Test, Tapestry Only Adm...	TAPTESTONLYATGL	No		
Yes	No	Test, Tapestry Provider -...	TAPTESTPROVTGL	No	3/5/2021 4:07 PM	
Yes	No	Test, Tapestry Provider ...	TAPTESTPROVATGL	No		

Providers for this group

Associated	Name	Provider ID	User	Phone (Primary)	Fax (Primary)	Address (Primary)
Yes	No	G...	798	Yes		
Yes	No	Provider, Test Tap	9604557	Yes		
Yes	No	Smith, John	796	Yes	713-456-1234	101 main st houston TX 77...
Yes	No	Test, Ecl Provider Np, APR...	9999997	Yes		EPICARE LINK DR HOUS...
Yes	No	Test, Ecl Provider, MD	9999998	Yes		111 POC ENV
Yes	No	Test, Tch Md Int Surgeon, ...	1999964	No	832-824-0000	832-824-0001
						6621 FANNIN ST HOUSTO...

Acknowledgement
I hereby acknowledge, affirm, and agree that the user and provider information stated here is true, correct, and complete to the best of my knowledge and belief and is furnished in good faith.

Acknowledge & Verify

Thank you for partnering with Texas Children’s Health Plan!

If you have questions or need assistance, please contact our **Provider Relations** team at **832-828-1004 (option 5)**, M-F 8a-5p, excluding holidays.

Best,
 Provider Relations at Texas Children’s Health Plan