

# How to Submit Bulk Benefits Investigation (BI) Requests

## Before you get started:

- Create a Janssen CarePath Provider Portal Account at [JanssenCarePathPortal.com](http://JanssenCarePathPortal.com)
  - Complete and submit a Business Associate Agreement (BAA)
- Call your Janssen CarePath Care Coordinator at **877-CarePath (877-227-3728), Monday–Friday, 8:00 AM to 8:00 PM ET**
  - We'll confirm your account and unlock the Bulk BI functionality in the Provider Portal

## Submitting a Bulk BI request:

1. Log in to your Provider Portal Account at [JanssenCarePathPortal.com](http://JanssenCarePathPortal.com) and click the **"Bulk BI Request"** button on **"Your Patient Dashboard"** within the **"Insurance Coverage"** tab
2. Download the Bulk BI form (an Excel document) and navigate to the **"Enter Patient Information"** tab of the Excel document  
NOTE: A Bulk BI form can only be used for one prescriber at a time
3. Complete the requested information for up to 25 patients
  - All fields are required unless otherwise indicated as "Optional"
  - Refer to the **"Lookup Insurance Company Names"** tab when completing the Primary Medical Insurance and/or Pharmacy Insurance fields for each patient. You must use the exact name of the patient's insurance company as shown in that tab. Contact your Care Coordinator if you cannot find a patient's insurance company on the list.
4. Upload the completed form to the Provider Portal

The screenshot shows the 'Your Patient Dashboard' with a 'Bulk BI Request' button. Below it is a table with the following columns: Patient Name, Date of Birth, Product, VOB Status, VOB Date, Download VOB(U), View VOB, Prior Auth Outcome, Prior Auth Exp. Date, and Benefits Details. The table contains 10 rows of patient data.

Patient Name	Date of Birth	Product	VOB Status	VOB Date	Download VOB(U)	View VOB	Prior Auth Outcome	Prior Auth Exp. Date	Benefits Details
Abraham, Zoe	09/07/1960	REMICADE*	In progress				Approved	02/04/2020	...
Allen, Will	02/10/1962	SIMPONIX*	VOB Delivered	01/10/2019			Approved	02/04/2020	...
Bailey, Thomas	05/04/1962	STELARA*							...
Baker, Lee	11/02/1969	SIMPONIX*	Pending - Missing Information				Cancelled	05/10/2018	...
Brown, Rose	04/18/1975	TESSALON*	Call 1-877-CarePath to proceed				Cancelled	06/11/2018	...
Cantelmo, Owen	08/05/1962	SIMPONIX ABAP	In progress				Denied	02/05/2019	...
Davidson, Nick	09/01/1972	XARELTO*	VOB Delivered	04/20/2018			Approved	04/20/2018	...
Mahoney, Patrick	09/22/1968	STELARA*	Pending - Missing Information				Approved	08/08/2018	...
Pavetti, Rachel	12/14/1968	REMICADE*	Call 1-877-CarePath to proceed				Approved	10/31/2019	...
Sox, Nick	05/04/1962	REMICADE*	VOB Delivered	11/05/2019			Approved	11/05/2019	...

## What happens next?

- Janssen CarePath will review the submission and begin conducting a benefits investigation for each patient listed
- Verification of Benefits remains the same, with each verification delivered individually within 1-2 days through the Provider Portal on the Patient Detail page

**If you have any questions, please contact us at:  
877-CarePath (877-227-3728), Monday–Friday, 8:00 AM to 8:00 PM ET**

Information about your patient's insurance coverage, cost support options, and treatment support is given by service providers for Janssen CarePath. The information you get does not require you or your patient to use any Janssen product. Because the information we give you comes from outside sources, Janssen CarePath cannot promise the information will be complete. Janssen CarePath is not for patients in the Johnson & Johnson Patient Assistance Foundation.

**Please read full [Prescribing Information](#), including **Boxed WARNINGS**, and [Medication Guide](#) for XARELTO®. Provide the Medication Guide to your patients and encourage discussion.**