

Manage the Provider List

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You can manage the provider list by applying filters, rearranging the order, or sorting it alphabetically.


[Filter the provider list](#) | [Reorder the provider list](#) | [Alphabetize the provider list](#)

Filter the provider list







You can filter the provider list by:

- Provider's name or username
- Role
- Plan type
- Active or inactive two-factor authentication

Reorder the provider list

Hover over the drag dots icon  (the cursor changes to a grab cursor) and then drag and drop to reorder the provider list.

 Rearranging the provider in the table below alters the display order of the providers in the calendar.

| <input type="text" value="Search by provider name, username"/> | <input type="text" value="Role"/> | <input type="text" value="Plan Type"/> | <input type="text" value="2-Factor Auth"/> | <input type="button" value="Sort Alphabetically"/> |
|---|-----------------------------------|---|--|--|
| Provider | Plan Type | 2-Factor Auth | Action | |
|   Hannah Provider <input type="text" value="Provider (System)"/> Username: hprovider Email: hprovider@email.xyz Provider Type: No Second Clinical Signature Required | Employee |  | View | |
|   Miguel Provider <input type="text" value="Custom"/> Username: mprovider Email: mprovider@email.xyz Provider Type: No Second Clinical Signature Required | Hippocrates |  | View | |
| Showing 2 of 2 records | | You have reached the end. | | |

Alphabetize the provider list

1. Select **Sort Alphabetically** to sort the provider list alphabetically.



2. Select **Sort Alphabetically** to confirm the sort.