

# How to Locate a CIGNA Network Provider (Salaried Employees)

To access physicians and other providers in our network, follow these steps:

## OPEN ACCESS PLUS

1. Access the CIGNA Web Site at <http://www.cigna.com/>
2. In the center of the screen, click **Find a Doctor**
3. Select the **Type of Health Care Professional\***
4. Enter **Doctor's Name (optional), City/State or Zip Code**
5. Select your **miles to travel** limit .
6. Click **Search**
7. **What type of plan do you have?** – select **"Open Access Plus, OA plus, Choice Fund OA Plus**
8. Click **Select**
9. Choose a physician from the list. Please be sure that the physician (s) you choose is accepting new patients. (If you are already a patient this is not necessary.)

\*NOTE: Providers of mental health and substance abuse services can be found by selecting **Behavioral** in step 3 above. Then click on the CIGNA Behavioral Directory.

If you sign up for **mycigna.com**, you can go straight to your in-network providers.

# How to Locate a Dental Network Provider

To access participating dentists in the Delta Dental plan or in the MetLife plan, follow these steps:

## DELTA DENTAL PLAN

1. Access the Delta Dental Web Site at [www.deltadentaloh.com](http://www.deltadentaloh.com)
2. On the tool bar at the top of the screen or to the bottom left of the screen, click **Find a Dentist**.
3. Click **Delta Dental PPO or Premier Network**.

Complete the following options:

1. **Product Selection** – Select **Delta Dental PPO** for maximum savings or **Delta Dental Premier**.
2. **Your Location**, enter Your **Address** (Optional), **City** and select a **State** or **Zip Code**
3. **Sorting, Distance and Number of Results**, you can select the way you want the information sorted (Distance, Name, City, Zip Code), the maximum distance you are willing to travel, and the number of results
4. **Additional Search Criteria**, you may also search by Dentist Last Name, Practice Name, or Specialty (Optional)

Click **Search for a Dentist**

Results will be displayed and can be saved as PDF, printed, or emailed.

## METLIFE DENTAL PLAN

1. Access the MetLife Web Site at <https://mybenefits.metlife.com>
2. Enter **UT-Battelle LLC**
3. In the box labeled **Find a Dentist**, enter your **ZIP Code** and click **Go**
4. In the box labeled **Modify Your Search**, you have the option of modifying your search criteria if you need to make changes. Click **Search**