

INSTRUCTIONS FOR ACCESSING MCG GUIDELINES

MCG Guidelines® are proprietary to MCG. Magellan is not able to distribute them without the permission of MCG. MCG has provided a Cite Transparency tool that allows accounts and regulators to view multiple Ambulatory Care guidelines at one time through a web browser. By following these instructions, you will have access to view MCG Guidelines® online from your web browser.

1. Click on the MCG Guidelines [link](#) to take you to the MCG Disclaimer page.

Link: <https://magellanphysmed.access.mcg.com/index>

Step 1 Disclaimer: On the Disclaimer page you must read and “Accept Terms and Conditions” to proceed to next page.

Step 2 User Information: Once you accepted the terms and conditions, you will be required to enter the following information:

- a. First Name
- b. Last Name
- c. Please indicate what type of category best fits your interest in the guidelines
→ **Select “other”**
- d. Click “Next”

Step 3 Contact Information: MCG will ask for a preferred way of receiving a verification code (text, email or telephone).

Step 4 Access Code: Once you receive your code, enter it into the MCG site.

2. Click on “▶ Ambulatory Care” link
3. You will be shown a list of MCG Ambulatory Care Guidelines selected for Magellan’s Physical Medicine program.
4. Click on the guidelines you wish to review in your web browser. **The tool does not allow you to print the guidelines.**
5. Note that MCG Guidelines® that have been modified by Magellan will not be available for viewing through this tool. If you cannot locate the guideline you wish to review, it likely means that it has been modified.
6. If you wish to access a modified guideline or have difficulty using the site, send an email to MCGGuidelinesRequest@MagellanHealth.com