



CORDICO WELLNESS SOLUTION

Contact Data Submission Instructions

The Cordico wellness app integrates profiles of your agency's peer support team members, chaplains and local therapists. This document outlines how to supply Lexipol with the information so we can integrate it into your agency's app.

1. Access the [Excel spreadsheet template](#) for importing your agency contacts.
 - The spreadsheet has three tabs – one for peer support team members, one for chaplains and one for therapists. Each tab asks for different information.
2. The spreadsheet will open in an internet browser window. Save the Excel file after opening it by selecting File-Save As-Download a Copy. Please rename the file with your agency's name after downloading.
3. Enter the contact information as outlined on each tab. Please keep in mind:
 - Leave any fields blank if you do not have the information.
 - Please do not alter any columns that have been hidden. Only focus on the columns highlighted in yellow.
 - Enter phone numbers without formatting – e.g., 5555555555.
 - We only need addresses for therapists, not peers or chaplains.
 - The "Bio" column can include any desired biographical information; there is a 1,000-character limit. [View sample bios.](#)
 - [View a completed example](#) of the spreadsheet.
4. Once complete, email the file to your Implementation Specialist. If you would like to include photos of your peer support team members, chaplains or therapists, you can attach them with your spreadsheet. Please label each photo with the contact's name.

Therapist Contact Information Specifics

- Enter the state with the two-letter state abbreviation.
- In the "Qualification" column, enter the therapist's license number and state – e.g., California / PSY17428.
- For "Client Age Ranges" enter all applicable age ranges the therapist treats using the following options (use commas and spaces to separate the options):

All, Adults, Children(6-10), Seniors(65+), Teen, Toddler, Pre-teen



- For “Insurance Accepted” enter all applicable insurances from the options below (use commas and spaces to separate the options):

All, Independence Blue Cross, LifeWorks | Morneau Shepell, Magellan, Medicaid, Medicare, MHNNet Behavioral Health, MultiPlan, Optum, Penn Behavioral Health, PsychCare, Quest, TRICARE, UnitedHealthcare UHC | UBH, University of Pittsburgh Medical Center, ACI Specialty Benefits, Aetna, AmeriHealth, Anthem, Beacon Health Options, Blue Cross, BlueCross BlueShield, Blue Shield, Capital Blue Cross, Carebridge EAP, CHAMPVA, CHIP | Children's Program, Cigna and Evernorth, ComPsych, Empire BlueCross BlueShield, Geisinger, Great-West Life, Health Net | MHN, Highmark, Humana

- For “Issue Strength” please enter all applicable treatment areas the clinician specializes in using the following options (use commas and spaces to separate the options):

All, Alzheimer's, Addiction, ADHD, Adoption, Alcohol Use, Anger Management, Anxiety, Asperger's Syndrome, Autism, Behavioral Issues, Bipolar Disorder, Borderline Personality (BPD), Career Counseling, Child, Chronic Illness, Chronic Pain, Codependency, Depression, Divorce, Domestic Abuse, Drug Abuse, Dual Diagnosis, Eating Disorders, Education and Learning Disabilities, Family Conflict, Gambling, Grief, Hoarding, Infertility, Infidelity, Intellectual Disability, Internet Addiction, Life Coaching, Medical Detox, Medication Management, Men's Issues, Narcissistic Personality (NPD), Obesity, Obsessive-Compulsive (OCD), Oppositional Defiance (ODD), Parenting, Pregnancy Prenatal Postpartum, Racial Identity, Relationship Issues, Self Esteem, Self-Harming, Sex Therapy, Sexual Abuse, Sexual Addiction, Sleep or Insomnia, Spirituality, Sports Performance, Stress, Substance Use, Suicidal Ideation, Testing and Evaluation, Transgender, Trauma and PTSD, Traumatic Brain Injury (TBI), Video Game Addiction, Weight Loss, Women's Issues

Questions?

Contact your Lexipol Implementation Specialist or email info@lexipol.com.