



## Palco CMP Caseload Request

This form allows for caseload assignments within Palco CMP for professional users. Any user who needs case assignments or changes will need to do so via this form. Spreadsheet attachments in the same format as indicated below will be accepted. Once complete, please fax (866.302.6787) or email ([docprocessing@conduent.com](mailto:docprocessing@conduent.com)) to Conduent and allow 3-5 business days for processing.

User Information	
User Name:	User Title/Role:
Authorizing Representative Name:	Authorizing Representative Title/Role:
Company/MCO Name:	
Is this user replacing an existing user? <input type="checkbox"/> Yes* <input type="checkbox"/> No	If yes, who? (Full name and organization)
*If yes, please indicate the name in the next box. All Participants associated with that user will be transferred to this new user.	

Caseload Details		
Palco ID	Participant Name	Current User Assigned





