



Dear Case Manager,

The [3rd Party - System User Access Form](#), which is used to request, change or revoke access to the Benefits Utilization System (BUS) and the Bridge, has been updated. The form is also available on the [Benefits Utilization System \(BUS\) Updates web page](#) under the Forms/Guides section.

The application submission process has also changed. All applications should be sent to HCPF_OCLSystemApplications@state.co.us, and processing typically takes 7-10 business days.

Once submitted, application status can be tracked on the [BUS Third Party User Access Tracker web page](#).

Thank you,

Department of Health Care Policy & Financing

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