Best Way to send Forms to Southwest

Email your attachments in the biggest allowable size with no compression. Make sure you write your Name and Provider ID# on all Medical Statements sent to the office. If you email forms to us you **_don't_** need to mail them as well.

FILE ATTACHMENT REQUIREMENTS: PDF (Preferred) or JPEG. Attachments must be at least 200kb (1mb+ preferred) in order to print legibly. If your attachments are not printable we will respond to your email and ask you to scan them again. If you are taking a picture please fill the screen in portrait mode. If your email went through you will receive an auto-reply from our mail server.

Main Email Addresses:

Send Correspondence: **info@swhuman.org**

Send/Request Forms: **forms@swhuman.org**

Send Training Certificates/Questions: **training@swhuman.org**

To Appeal a Claim Disallowance: **appeal@swhuman.org**

If you use a yahoo, aol or sbcglobal email address and have trouble with SHDS receiving your emails you can use our alternative email address **swhumandev@gmail.com** or you can use the File Upload function on our website's Contact Us page. Just go to swhuman.org click the Contact Us link, fill out the form and select up to 10 PDF or JPG files to upload and click the Submit Button.