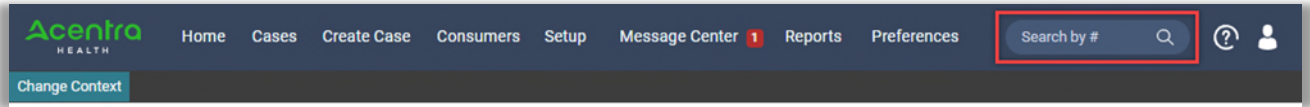


Initiate a Peer-to-Peer Review using the action function. The instructions below describe how to begin the process of Requesting a Peer-to-Peer Review within the case

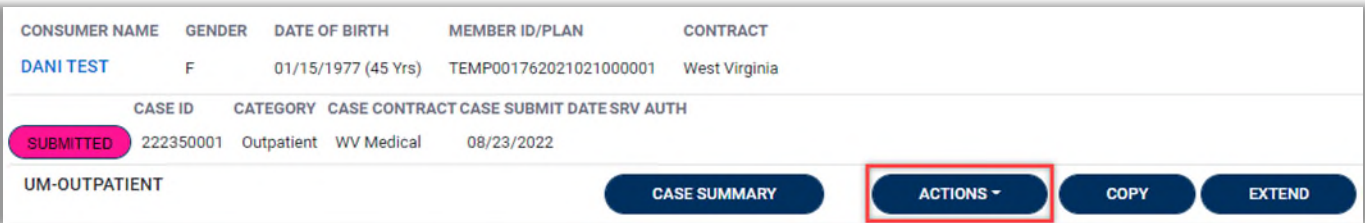
1 Search for Case ID

Enter the **Case ID** into the Search Bar. Press enter or click anywhere outside of the box to be navigated to the case.



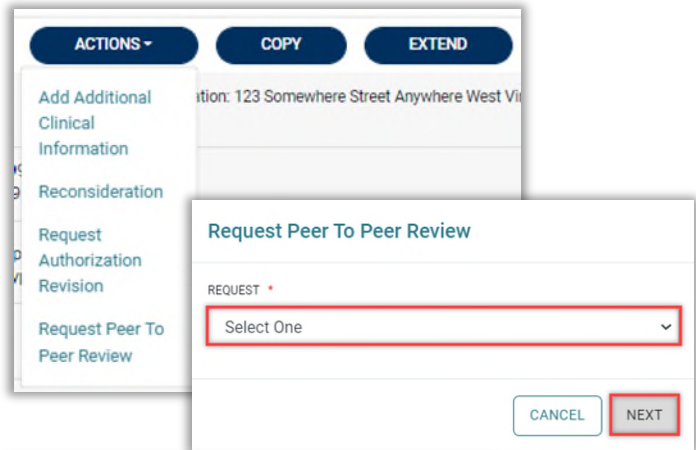
2 Action Button

Once on the request page, click **Actions** located at the top.



3 Select Peer to Peer Review

Expand actions to view and choose from available options in the dropdown. Select **Request Peer to Peer Review**.



4 Complete Information

In a new box, select the **request number** from the dropdown and click **next**. To submit the action, attach a note or document, select the document type and click **Submit**.

