## Member Portal Instructions

ID Cards – Member ID card are visible on the home screen of the member portal

Directly below the image are tabs the member to click on

Print   Send   Order	r New   View All
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The member can Print from the portal, Send to an email address, Order new card to be mailed from these tabs

Benefits – the Benefits tab on the home screen offers the following items

Coverage and Benefits View/Print ID Card(s)

Benefit Usage

Family Planning

Claims & Spending – the Claim tab on the home screen offers the following items

My Claims Overview View/Print Tax Year Report

My Care – the My Care tab on the home screen offers the following items

My Provider Information Find a Doctor or Hospital

Estimate Cost of Care Find an Eye Doctor

Personal Health Record MDLive Telemedicine

Health Navigator

Health and Well-Being – the Health and Well-Being tab on the home screen offers the following items

Well-being Platform Trophy Case

Health Coaching Complete my Well-being Profile

Healthy Living Access my Health Tools

View Wellness Tools

Access my Health Trackers

The down arrow on the upper right of the home screen offers the following options

Resource Center

Site Tour

Account Settings

Log Out

Resource Center is where the member can get needed forms such as claim forms and HIPAA forms. Benefit Information such as Case Management and Wellness Reimbursement

Health and wellness information and Health tools

Account Settings is where the member can change their password or email address

Give members of the family access to their health and claim information