A more efficient you.

Introducing EmployerAccess

Anthem’s easy-to-use online benefits management system
Managing Your Employees’ Benefits Just Got Easier.

Anthem has redesigned our online employer services. Group Health Plan Services is now named EmployerAccess.

The new system retains many of the features that made it popular, plus it’s added many new capabilities that will help you:

• Submit new enrollments online
• Perform contract maintenance
• View eligibility
• Access reports
• View bills online (coming soon for ASO)
• Change login information
• And more – all from one web portal!
Navigation is so Logical, it Practically Thinks for Itself.

The EmployerAccess secure Web site is easy to follow.

Just fill in the blanks and click on the tabs. The system guides you through transactions with prompts and alerts.

And, thanks to the logically named and positioned tabs, you can easily find what you need.

With EmployerAccess, now you can enjoy:
- Faster response times
- Enhanced content
- Greater efficiency
Discover Just How Easy it Really is.

To see how quick and effortless EmployerAccess really is, let’s do a couple of quick walk-throughs.

Let’s start at the Login page.
Now, Select a Group.
This is the Membership Page for your Group.

From here, you can:

- View pending activity
- View or change member information
- Add new subscribers

Just fill in the blanks or click on any of the navigation tabs or links, and you’re off!

With EmployerAccess’ newly designed windows, drilling down for details is easy.

Now, to locate an Employee’s Coverage:
- Type in the member’s name or ID number
- Then click on the Search button

<table>
<thead>
<tr>
<th>ID Number</th>
<th>Subscriber Name</th>
<th>Transaction Type</th>
<th>User ID</th>
<th>Actions</th>
</tr>
</thead>
<tbody>
<tr>
<td>458910374</td>
<td>KAREN WILLIAM</td>
<td>New Enrollment</td>
<td>WILLKR</td>
<td>Resume</td>
</tr>
<tr>
<td>140001332</td>
<td>KELLY TESTD</td>
<td>Change Coverage</td>
<td>WILLKR</td>
<td>Resume</td>
</tr>
<tr>
<td>010102025</td>
<td>TEST A TESTING</td>
<td>Edit Personal Information</td>
<td>PORTEDN</td>
<td>Resume</td>
</tr>
<tr>
<td>011291989</td>
<td>SUB'S SUBSCRIBER</td>
<td>Add Dependent</td>
<td>PORTEDN</td>
<td>Resume</td>
</tr>
</tbody>
</table>

![EmployerAccess Interface Screenshot](image-url)
Welcome to Your One-Page Control Center for Coverage Management.

Here are some examples of what you can access from this window:

- Get a complete overview of any employee’s coverage
- Click on any tab to:
  - Add Coverage
  - Change Coverage
  - Cancel Coverage
  - Reinstate
  - Edit Personal Information
  - Add Dependent
  - Request ID cards
  - View/Print ID cards
  - Update PCP
Now, Let’s Try a Typical Enrollment.

In most cases, there are four simple steps to an employee-only enrollment.

1. Enter the Employee’s ID Number
2. Click Submit
3. Fill in the employee’s demographic information
4. Click Continue

…and you’re on your way.
See Where You’re Going, Know Where You’ve Been.

It’s easy to know where you are when processing any transaction. Just check the status bar.

The status bar will always tell you what steps have been taken and what still needs to be done.
Now, select the right coverage for your new enrollee:

- Medical
- Dental
- Vision
- Rx

They’re all here – so everything’s on one page*

Bottom line: You save time and effort

*If all products are administered on NASCO
Assign Coverage – EmployerAccess Allows You to Choose From Available Options.

Just specify the product your employees want to enroll in. If the employee chooses a PCP, enter the provider number.

Then click Continue.
Just a Quick Verification and the Enrollment’s Complete.

![EmployerAccess Verification](image)

**Verification**

<table>
<thead>
<tr>
<th>Subscriber Name</th>
<th>Group Name</th>
<th>ID Number</th>
<th>Group Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>KAREN WILLIAM</td>
<td>ABC Company</td>
<td>458919374</td>
<td>008341010</td>
</tr>
</tbody>
</table>

*Please review the information below. If the information is correct, please click Submit to complete the transaction. If the information is not correct, please click the Previous button to make changes before completing the transaction. Reminder: Transactions entered after 3PM Eastern time will be posted to our system the next business day.*

**Medical Coverage**

<table>
<thead>
<tr>
<th>Section Code: PPOT</th>
<th>Package Number: 866</th>
<th>Billing Relationship: Regular Female Subscriber</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name</td>
<td>Relationship</td>
<td>Gender</td>
</tr>
<tr>
<td>KAREN WILLIAM</td>
<td>Subscriber</td>
<td>Female</td>
</tr>
<tr>
<td>Mary WILLIAM</td>
<td>Child</td>
<td>Female</td>
</tr>
</tbody>
</table>

**Dental Coverage**

<table>
<thead>
<tr>
<th>Section Code: ACAD</th>
<th>Package Number: 875</th>
<th>Billing Relationship: Regular Female Subscriber</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name</td>
<td>Relationship</td>
<td>Gender</td>
</tr>
<tr>
<td>KAREN WILLIAM</td>
<td>Subscriber</td>
<td>Female</td>
</tr>
<tr>
<td>Mary WILLIAM</td>
<td>Child</td>
<td>Female</td>
</tr>
</tbody>
</table>
EmployerAccess – Reporting Made Easy.

Reports available at your fingertips.

Just click the Reports tab to access reports and other information:

- Pending Activity
- Activity Detail Report
- Error Report
- Employee and Dependent Listing
- Activity Summary Report
- Incentive Details for Tax Reporting
Saves Your Work as You Go And Reports on What’s Pending.

The EmployerAccess Pending Activity page gives you yet another handy report for managing your workflow.

- List and review all employee transactions that are pending
- Easily resume or delete pending transactions

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<table>
<thead>
<tr>
<th>ID Number</th>
<th>Subscriber Name</th>
<th>Transaction Type</th>
<th>User ID</th>
<th>Date / Time (ET)</th>
<th>Actions</th>
</tr>
</thead>
<tbody>
<tr>
<td>14K001332</td>
<td>KELLY TESTD</td>
<td>Charge Coverage</td>
<td>WILLXKR</td>
<td>10/15/2016 09:54:48 AM</td>
<td>Resume, Delete</td>
</tr>
<tr>
<td>601012025</td>
<td>TEST A TESTING</td>
<td>Edit Personal Information</td>
<td>PORTEDN</td>
<td>10/15/2016 11:21:42 AM</td>
<td>Resume, Delete</td>
</tr>
<tr>
<td>011291989</td>
<td>SUB S SUBSCRIBER</td>
<td>Add Dependent</td>
<td>PORTEDN</td>
<td>10/15/2016 11:24:28 AM</td>
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<tr>
<td>459810374</td>
<td>KAREN WILLIAM</td>
<td>New Enrollment</td>
<td>WILLXKR</td>
<td>10/10/2016 11:35:23 AM</td>
<td>Resume, Delete</td>
</tr>
</tbody>
</table>
Know What You’ve Done.

The EmployerAccess Activity Detail Report (formerly Transaction History) is yet another way the system lets you see all transactions as they are processed and completed.

Plus you can easily track and confirm who’s completed which transactions, and when.

So the duplication of work is easily eliminated!
EmployerAccess – Benefits Management Made Fast and Easy.

The EmployerAccess easy-to-navigate, clean design gives you fast access and greater control over your employees’ information.

Now with EmployerAccess, you can:

- Enter data directly, receive current information
- Find information faster
- Eliminate duplication of work
- Access information and perform transactions securely from anywhere
- Gain greater control of outcomes
- Respond quickly to employees’ needs
Learn More, Do More.

Just call your local Anthem account representative to learn how EmployerAccess can simplify and improve your benefits management.