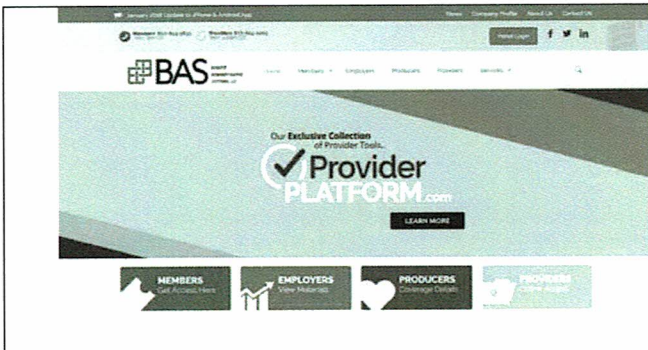




### BAShealth.com Member Portal Tutorial

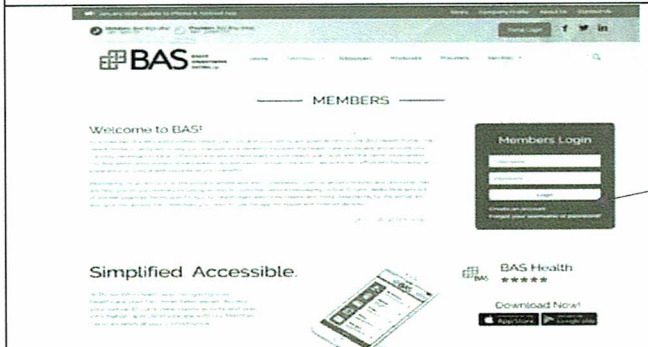
BAS Health is pleased to provide our self-service online tool. Please take a moment to **Sign-Up** and review the exciting online service available. The steps below will help you navigate how to Sign-Up.



Sign-up:

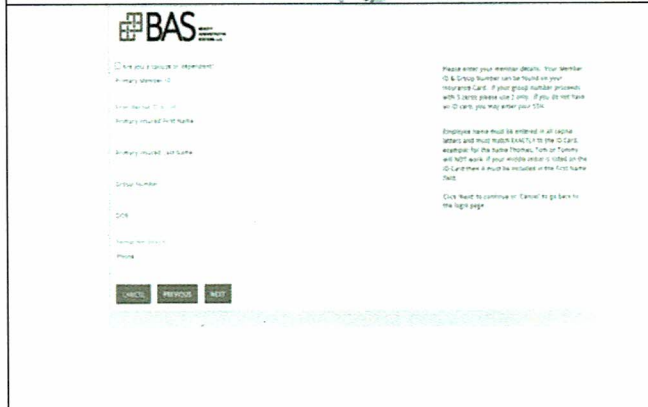
Visit: [www.BAShealth.com](http://www.BAShealth.com)

Click on MEMBERS



From the MEMBERS welcome page you can create an account after you read the license agreement.

Click NEXT

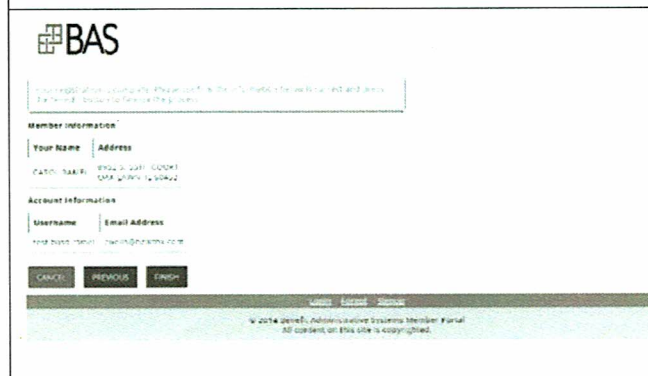


Primary Member ID can be found on your ID card. You can enter the Primary Insured's Social Security Number if you do not have an ID card.

Primary Insured First Name and Last Name MUST be identical to the legal name used during enrollment. Do not use nicknames.

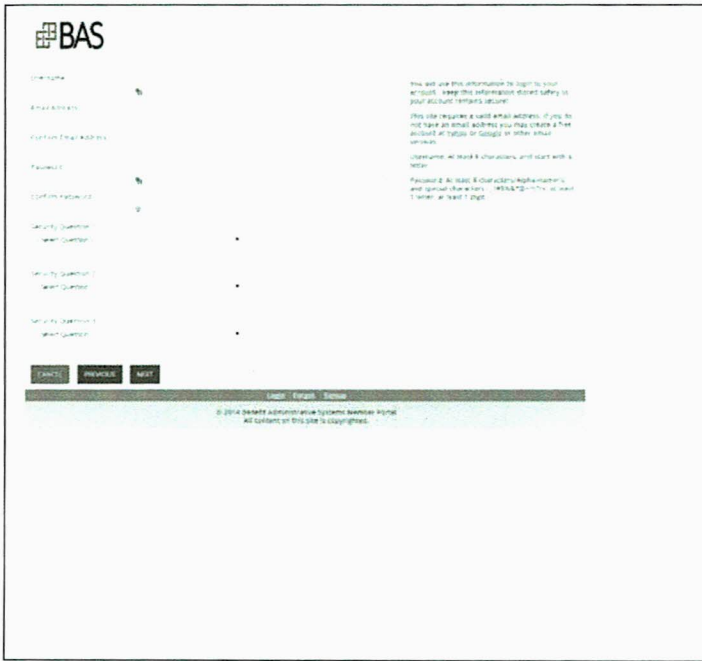
Group Number can be found on the ID card.

Click NEXT



Create your user name and password. Use a name and password that only you will know. Enter your preferred email address and confirm that email address. Select security questions and answers, so that your password can be provided should you forget it in the future.

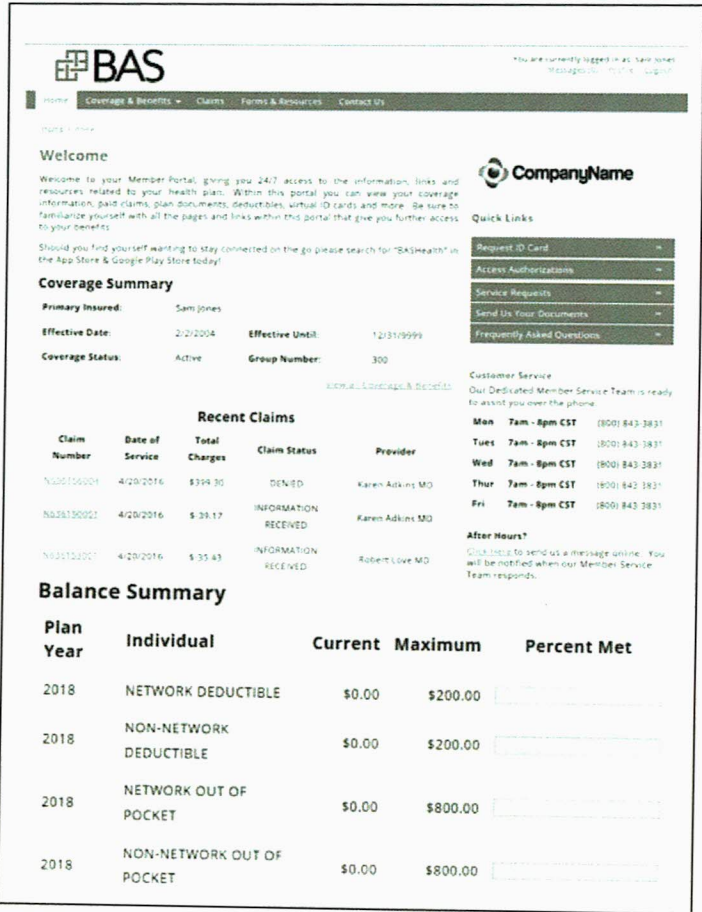
Click NEXT



Please validate the information displayed on the screen and click FINISH.

Your account has been created and you will be forwarded to the BAS Member Portal.

If you have question or need assistance please call 708-647-4444.



- A. **Start Menu** – Start for easy site navigation
- B. **Coverage Summary** – Provides an overview of coverage including status and group number
- C. **Dependents** – when applicable this section shows dependent status and eligibility.
- D. **Recent Claims** – Displays your 5 most recent claims with claim number, charges, and status information.
- E. **Balance Summary** – Graphical display of your deductible and Out-of-Pockets.
- F. **Profile** – Your profile gives you the ability to change your username and password.
- G. **Quick Links** – Links to services, documentation and express requests
- H. **Language Support** – your Benefits Portal now supports over translation into over 75 languages. Language preference will be saved upon exiting the portal.

**Benefits Portal Sign-up Help Line: (708)647-4444**

**Monday – Friday | 8:30 a.m. – 4:30 p.m. CST**



# Simplified. Accessible.

With our BAS Health app, navigating your healthcare plan has never been easier. Access your Virtual ID Card, view claims activity and plan information, and communicate with our Member Services team at your convenience.

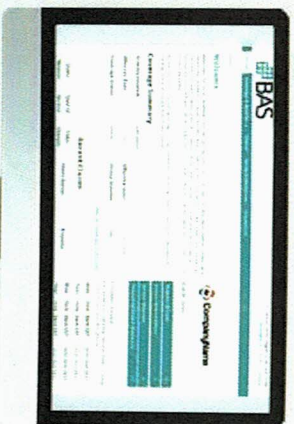


**BAS Health**  
★★★★★

Download Now!



## [www.BAShealth.com](http://www.BAShealth.com) Your Customized Health Portal Experience



### Easy. Understandable.

We know full well that navigating the health care terrain can be overwhelming and at times even confusing. BAS strives to eliminate that confusion as much as possible for our members. Our portal and mobile app are designed for easy to understand and easy to digest access to your health plan. Through the portal BAS works with your employer to customize your experience that represents your unique plan design.



#### Virtual ID Card

View your ID card online from the Mobile App or Portal. Lost your card? Request a new one!



#### Built for Guidance

Your customized portal experience was built just for you! Access all your health benefits in a member-tested and member-approved environment. The design and intuitiveness of the portal is us helping you navigate the health care space.



#### Customized Tools

Providing a centralized place where for all the tools and resources you need to manage your plan. Your experience will contain links, videos, documents at your disposal.



#### Mobile App

Manage your health plan from your pocket with the mobile app for iOS and android!



#### Secure Messaging

Our online experience allows members to message our customer service department 24/7 with questions about their claims, health plan or providers. When our team responds you will be notified via email with a response waiting on the portal or mobile app.



#### Monthly Enhancements

We are always looking at ways to provide a better experience. We create enhancements to the portal monthly, sometimes small, sometimes large but always mighty!

