Member Account Registration Instructions





- Visit aspirushealthplan.com, select Sign in, and then select Individual & Group Member Account. If you agree to the terms, click I Accept.
- 2. Enter the requested policy information from your ID card on the registration form.



- 3. Enter your email address.
- 4. Create a username and password, then select **Next**.



7. Sign in to your account at aspirushealthplan.com

Change Email Address /	EOB Delivery Settings
Would you like to get your benefits determination i eliminate hardcopy mailings? If so, please consider Explanation of Benefits (EOB) is produced each tim your behalf by Aspirus and indicates any financial r	nformation from Aspirus in a more timely manner and signing up for the EOB online service option. A detaile e a claim is processed and shows any amounts paid or esponsibility you may have for the claim.
If you select the EOB online service option, you will The email will direct you to this secured site where determination process under Members and Claims eliminates hardcopy mailings and provides access option is only available to active members.	be notified via email once a claim has been processed you can immediately view the results of the claims "Explanation of Benefits inquiry. Selecting this option to all claims/EOB history 24 hours a day. The email
In order to provide more security, we are now requ change the email address for your account, enter th confirmed your email, we will email you a code to 6	ring Multi-Factor Authentication for all logins. To he new email address below to confirm. After you have nter to complete the process.
EOB Delivery Settings	
EOB Delivery Settings	
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EOB Delivery Settings When a claim is processed for my account:	s (EOB), send a notification to the email address

 8. The first time you log into your account you will need to verify your
 EOB Delivery Setting and Email Address. When you are finished verifying, select Submit Changes.



- Select how you would like to receive your Explanation of Benefits (EOB).
- Select Submit Registration. Your screen will change to Member Registration Successful with your new username.

You will also receive an email verifying your registration and account settings.

HEALTH PLAN	HOME CONTACTUS HELP LOOD
MYACCOUNT	
Multi-Factor Authentication	1
In order to finish updating your email address, an MFA cod	le has been sent to email@email.com .
Please enter the code below to finish updating.	
SUEWITY BACK	
Didn't receive an email with your MFA code? Resend Email	l with Code
If you are a member and have not received your code after	attempting to resend, please contact Custome
Service at 866.631.5404 or customer.service@aspirushealt	thplan.com.
If you are an employer, please contact your designated Ao	count Manager.

9. An **MFA Verification** email with a 6 digit token will be sent to the email address you verified. Enter the token number and select **Submit**.



 Your screen will change to a notice verifying your setting have been updated and you will receive an Account Setting Change Notice email verifying your selections.

To learn about your benefits select **Continue to Member Portal**.

Multi-Factor Authentication (MFA) Set-up Instructions

Existing Online Account MFA Set-up Instructions



1. Sign in to your account at aspirushealthplan.com.



2. The first time you log into your account you will need to verify your **EOB Delivery Setting** and **Email Address**. When you are finished verifying, select **Submit Changes**.



3. An **MFA Verification** email with a 6 digit token will be sent to the email address you verified. Enter the token number and select **Submit**.

Going forward, before you can access your account you will be sent an MFA Verification email with a new 6 digit token.

Changing Your Email Address On File



Online Profile & Settings Udste your member account setting here. • Compe Parsonal • Compe Variance • Compe Variance

ASPIRUS

MY ACCOUNT	
Change Email Address / I	EOB Delivery Settings
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in order to provide more security, we are now requi change the email address for your account, enter th confirmed your email, we will email you a code to e	ring Multi-Factor Authentication for all logins. To he new email address below to confirm. After you have inter to complete the process.
EOB Delivery Settings	
When a claim is processed for my account: o in lieu of mailing a paper Explanation of Benefiti indicated below • send a paper Explanation of Benefits (EOB)	s (EOB), send a notification to the email address
En all Cambra	
Email Settings	
Email Address:	

2. Type in your new email address, confirm and select **Submit Changes**.

Going forward, the MFA Verification email will be sent to your new email address each time you sign in.

1. Sign in to your account at aspirushealthplan.com then select Online Profile & Settings.