



Log in to your account: <https://member.midwestbenefits.com>

Verify your personal information by clicking on your username at the top of the screen. **Click on "Show" to expand the Address, Dependent and Banking Details.** You can provide your banking information to have any payments made directly to you direct deposited!

On the Home Screen, check for any **Alerts** at the top of the screen. Below the alerts you will see a quick summary of recent claims.

| Service Date(s) | Description | Type | Amount | Actions |
|-----------------|----------------|--------------|----------|------------------------------|
| 10/11/2020 | Crack U R Back | Manual Claim | \$777.55 | View Details |
| 09/07/2020 | | Manual Claim | \$62.57 | View Details |
| 09/30/2020 | Crack U R Back | Manual Claim | \$333.22 | View Details |
| 09/30/2020 | | Manual Claim | \$632.98 | View Details |

Here you can click **View Details** to see more details of that specific claim (service date, amount of claim, reimbursement details):

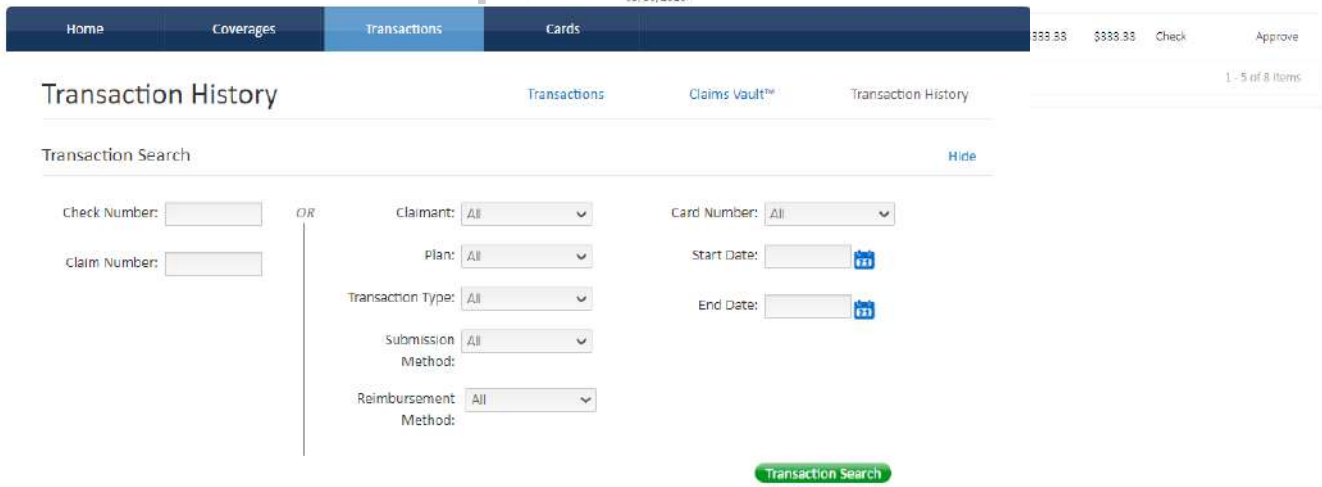
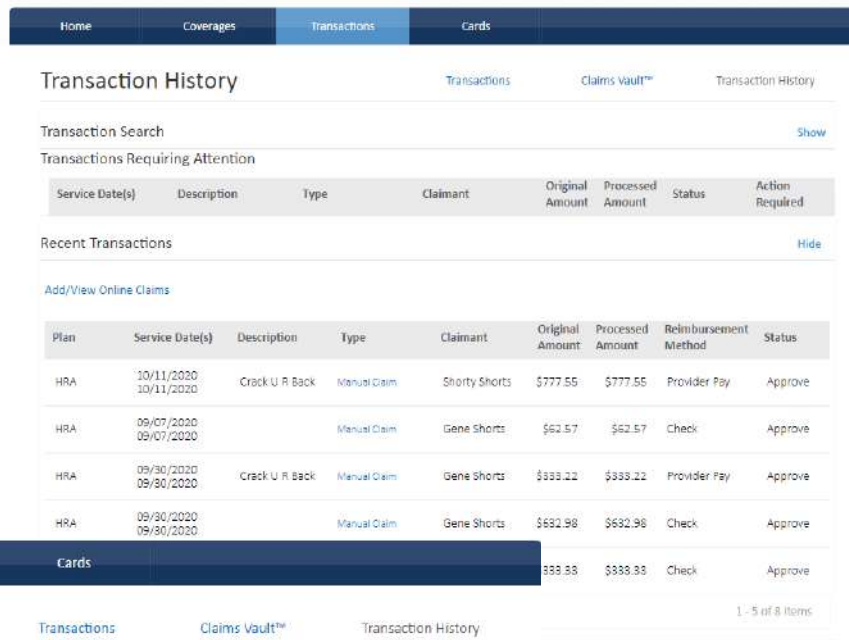
| Type | Communication Date | Communication Type | Communication Method | E-mail Address | Re-send Date |
|-----------------|--------------------|--------------------|----------------------|------------------------------|--------------|
| Approval Letter | 11/5/2020 | | Email, Letter | shotvedt@midwestbenefits.com | N/A |



To view the entire list of transactions, in the navigation bar at the top of the screen, hover over transactions and **click on Transaction History**.



If you need to find a specific transaction or a listing of transactions for a specific claimant, **click on the "Show" button** by transaction search and select the search parameters and **click on "Transaction Search"**:





A listing of claims for the parameters you entered will appear. This will show the **service dates, claimant, claim amount, reimbursement type** (Check or ACH indicated the payment went to the participant and Provider Pay indicates the payment went to the provider). **Click on the print icon to print the listing.**

Transaction Search
Hide

Check Number:

Claim Number:

Off

Claimant:

Plan:

Transaction Type:

Submission Method:

Reimbursement Method:

Card Number:

Start Date:

End Date:

Transaction Search

| Plan | Service Date(s) | Description | Type | Claimant | Original Amount | Processed Amount | Reimbursement Type | Status |
|------|--------------------------|----------------|--------------|-------------|-----------------|------------------|--------------------|---------|
| HRA | 09/07/2020 09/07/2020 | | Manual Claim | Gene Shorts | \$62.57 | \$62.57 | Check | Approve |
| HRA | 09/30/2020 09/30/2020 | Crack U R Back | Manual Claim | Gene Shorts | \$333.22 | \$333.22 | Provider Pay | Approve |
| HRA | 09/30/2020 09/30/2020 | | Manual Claim | Gene Shorts | \$632.98 | \$632.98 | Check | Approve |
| HRA | 10/12/2020 10/12/2020 | | Manual Claim | Gene Shorts | \$333.33 | \$333.33 | Check | Approve |
| HRA | 09/15/2020 09/15/2020 | Crack U R Back | Manual Claim | Gene Shorts | \$750.00 | \$750.00 | Provider Pay | Approve |
| HRA | 10/15/2020 10/15/2020 | Crack U R Back | Manual Claim | Gene Shorts | \$1,500.00 | \$1,500.00 | Check | Approve |

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1 - 6 of 6 items

If you have further questions, please reach out to Midwest Group Benefits