

Member Registration Guide



What this guide covers:

- New member registration experience
- Adding benefit to an existing member account desktop experience

Step 1.

Create an account - all members 18+ must create and use their own account

- Navigate to: <u>https://www.doctorondemand.com/b</u> <u>cbsmn</u> and click on 'Register' in the upper right hand corner OR download Doctor On Demand from Google Play or App Store
- Enter your email address (one user per email), date of birth, password and check box to agree to membership terms
- Click on 'Create Account'





Sign in Register

You've asked for more mental healthcare support, and we're here for you.

More therapy and psychiatry appointments are available within a few days.

Register to get started.



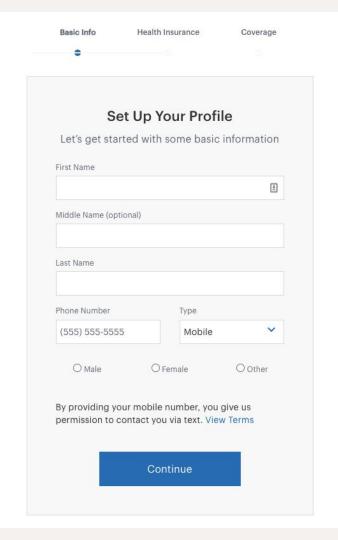
Get cold and flu care from the

EMAIL	example@gmail.com	Ā
DATE OF BIRTH	mm/dd/yyyy	
PASSWORD	*****	Œ.

Step 2.

Complete 'Basic Info' section

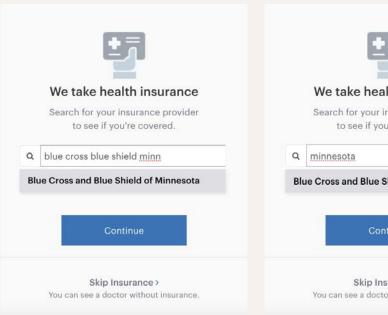
- Enter your information as on file with your health plan. Please do not use nicknames
- Enter first name
- Middle name is optional*
- Enter last name
- Enter phone number
- Enter gender
- Click on 'Continue'

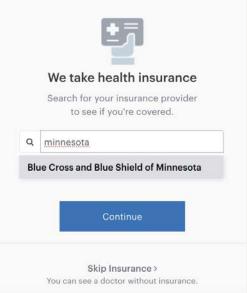


Step 3.

Health Insurance Section

- When prompted to enter health insurance - search "Blue Cross and Blue Shield of Minnesota" or even just "Minnesota"
- Select Blue Cross and Blue
 Shield of Minnesota plan

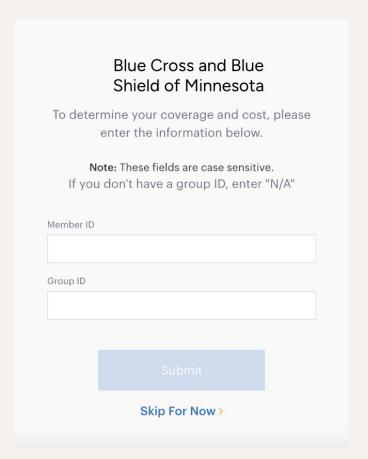




Step 4.

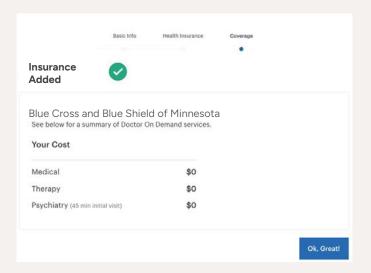
Complete 'Health Insurance' section

Enter Member ID and Group ID
 Select Submit



Set Up Complete

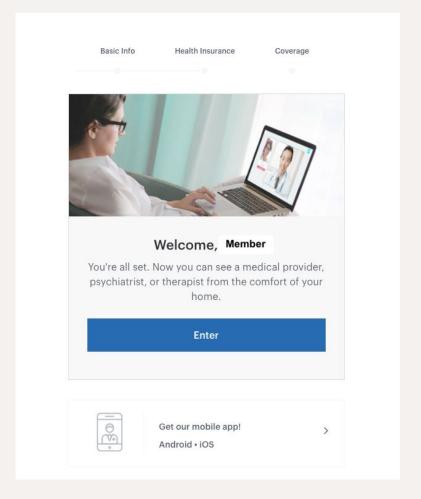
- After adding Blue Cross and Blue Shield of Minnesota as your insurance, you are now all set with your Doctor On Demand by Included Health account
- You will now be able to to see your copay information according to your plan



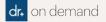
All set!

Welcome to your account

• Enter your account and elect an action to take!



Adding BCBSMN to Existing Member Account



Adding Benefit to Existing Member Account

Q: Can a user add their benefit after initial Registration?

A: Yes, we've got you covered!

Slides 14-19 will walk you through how to add your benefit to an existing account.

This will take a couple minutes!

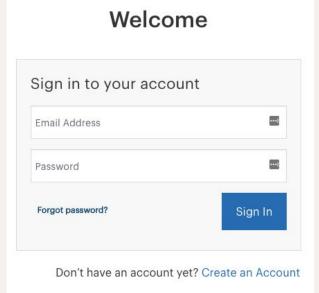
Step 1.

Visit

https://doctorondemand.com/microsite/bcbsmn/

- Click the "sign in" button on the top right hand corner of the landing page
- Enter your email and password to log into your Doctor On Demand by Included Health account

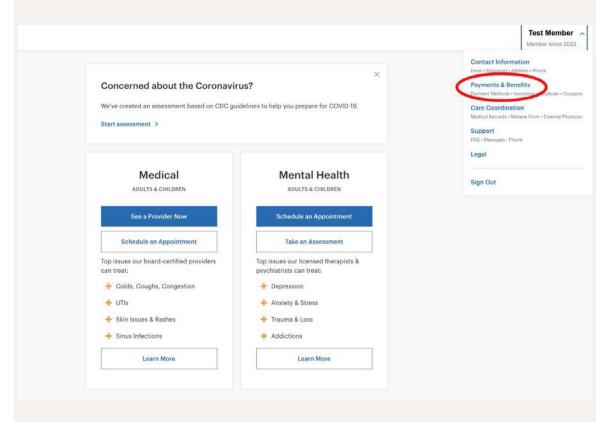




Step 2.

You are now logged in and should see your home screen

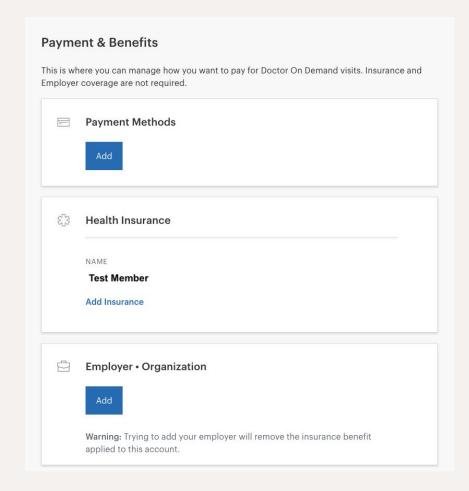
- Click your name in the top right hand corner of your home screen to see the drop down menu options
- Select payments and benefits from the drop down menu



Step 3.

Payment & Benefits

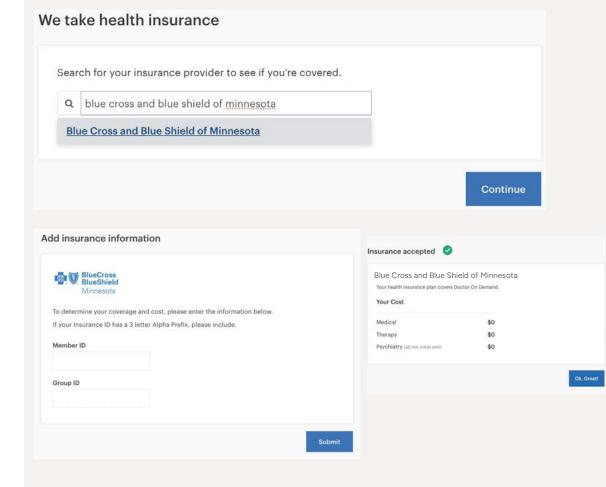
 To add your insurance - click the 'add insurance' button and search for Blue Cross and Blue Shield of Minnesota and select it



Step 4.

Select Insurance and add benefit details - Blue Cross and Blue Shield of Minnesota

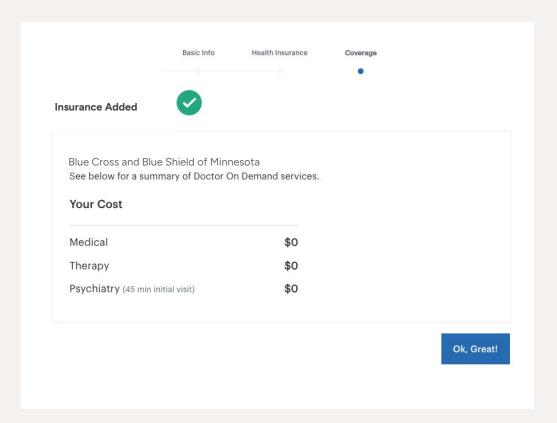
- Search for your insurance provider in the search bar
- Choose your insurance company when it pops up and click 'Continue' (Blue Cross and Blue Shield of Minnesota)
- Enter your Member ID and Group Number from your insurance card and click 'Submit'



Step 5.

Completed 'Coverage' section

- Confirmation of costs for service may vary based upon your specific insurance plan.
- When you go back to your home screen you should now see your insurance coverage.



Thank You!

Need further help? Support is available 24/7/365 to assist with registration and account assistance.

Contact us:

- Phone: 1-800-997-6196
- Email: <u>support@doctorondemand.com</u>
- In-app secure message

