



Online Benefits Administration **Employer eServices®**

Enjoy the ease and simplicity of managing your benefits administration online with Employer eServices. This innovative suite of Internet-based applications offers you immediate and secure access to manage health care benefits information.

Through the Employer eServices Web site, www.employereservices.com, you can:

- Enroll new employees immediately
- Verify or change eligibility information
- Request an employee ID card
- Terminate and reinstate employees

EFFICIENT, ACCURATE AND TIMELY BILLING

Enjoy fast service, simplified invoices, and immediate access to downloadable data through our electronic billing capability. Employer eServices also:

- Automatically notifies you via e-mail when your online invoices are ready for viewing
- Allows you to view current or prior period activity
- Gives you the ability to download invoice detail (Please note: If you have electronic billing, you will not receive hard copy invoices.)
- Lets you pay your bill online

MANAGED ACCESS

If you are a designated administrator for your organization, you have the ability to add or deactivate users and assign functional permissions— such as eligibility and billing—to users within your organization. Taking advantage of this feature is easy—simply select the “Manage Access” link displayed as the last option on your Employer eServices navigational toolbar.

REGISTER FOR EMPLOYER eSERVICES NOW

Contact the Medica Service Center at **1-800-936-6880** for a user name and password for www.employereservices.com. Our service representatives will assist you in the registration process.

For more information about Employer eServices from Medica, contact your broker or Medica directly at **952-992-2200** or **1-800-936-6880**.

Employer eServices is not available to My Plan customers. My Plan customers can manage their benefits administration online through the My Plan portal found at www.myplanbymedica.com.

© 2012 Medica. Medica® is a registered service mark of Medica Health Plans. “Medica” refers to the family of health plan businesses that includes Medica Health Plans, Medica Health Plans of Wisconsin, Medica Insurance Company, Medica Self-Insured, and Medica Health Management, LLC.

MEDICA®
Personalize. Empower. Improve.