

Navigation A: Getting to Payment process from Account log-in page.

If you haven't registered for an Employer Group Portal Account, you will need to do so prior to making a one-time Premium Payment Online.

You as an Employer Group have the ability to make a one-time premium payment online, they can select "Employers DeanConnect Login"

This will direct you to Login A {Below}

Employers

Employers portal

- Enroll new employees
- Add or delete an employee's dependents
- Remove existing members
- Print temporary ID cards and order new ID cards
- See step-by-step instructions

Employer login

Login A: Once you've registered for an Employer Group Portal Account, you can use the Login

Once the Employer Group has registered, they will be asked to Login.

This will direct you to Step 1 {Below}



Monday, 08/10/2020

#KRPF5E

Site Sign In

Username:

Password:

[Forgot Username or Password?](#)



Welcome

Prevea360 Health Plan is pleased to offer our employer groups a variety of online services tailor made to make maintaining your health plan enrollment information easy and hassle free.

Prevea360 Health Plan is pleased to offer this online service to our members, which will allow you to better understand your health care coverage and perform online transactions.

Attention

If you have 3 unsuccessful login attempts in a row, your account will be disabled.

Step 1: If you are the Group Administrator

Select profile (Employer Group ID) you would like to make a one-time premium payment for.

Once you have selected your Employer Group ID you'd like to make a one-time premium payment for.

This will direct you to Step 2 {Below}



Tuesday, 08/11/2020
#UTNL34

GREEN BAY AREA CHAMBER OF COMMERCE (DHP - 1-27AFH6) [Change Group](#) Member Search

User Details

GRPADMIN, PRV
(PRV_GRP_ADMIN)

Group Administrator

[Sign Out](#)

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Please enter your search criteria, then click the 'Begin Member Search' button.

You must enter a value for either the Member ID or the Member Last Name.

Member ID: *

SSN: *

Member Last Name: *

Member First Name:

Date of Birth (mm/dd/yyyy):

Member Zip Code: -

Groups to Search:

[Begin Member Search](#)

[Clear Member Search Fields](#)

Step 2: Employer Groups: Navigating my portal splash page.

To view your bill and/or make a premium payment, select the "Premium Bill Presentment and Payment".

This will direct you to Step 3 {Below}

PREVEA360
health plan™

Home My Account Profile **Group Services** Member Services Contact Us

Tuesday, 08/11/2020
#UTNL34

User Details
GRPADMIN, PRV
(PRV_GRP_ADMIN)
Group Administrator
[Sign Out](#)

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Group Services dropdown menu:
Provider Search
Your Benefit Information
View Activity Reports - Group Level
Manage Generic New Hire Account
New Hire Enrollment
Premium Bill Presentment and Payment

Member ID: (DHP - 1-27AFH6) [Change Group](#)

SSN: *

Member Last Name: *

Member First Name:

Date of Birth (mm/dd/yyyy):

Member Zip Code: -

Groups to Search: Alex's Auto Dealership (DHP 1-27AFH6) ▼

[Begin Member Search](#) [Clear Member Search Fields](#)

Step 3: Employer Groups: My Current Premium Bill.

To make a one-time premium payment, first select the Recipient ID in the drop-down

Note: If there is only one Recipient ID tied to the Employer Group, then the record will be selected by default in the drop-down menu

PREVEA ³⁶⁰ health plan Logged In User ID: (1-27AFH6)

Recipient ID

13LIUXF - ALEX'S AUTO DEALERSHIP

13LIUXF - ALEX'S AUTO DEALERSHIP

[VIEW PREMIUM BILL H](#)

My Current Premium Bill

DUE DATE	PAYMENT STATUS	RECIPIENT ID	INVOICE ID	AMOUNT DUE	VIEW/EXPORT BILL
08/01/2020	ready to pay	13LIUXF	005874198	\$20,234.91	VIEW BILL EXPORT BILL

PAYMENT TYPE: ACH-Checking 08/11/2020

[PAY THIS AMOUNT](#) \$20,234.91

Select a Payment Type (ACH-Checking or ACH-Savings), enter the payment date (Same day or Future Dated), enter amount to pay, and select the “Pay This Amount”.

This will direct you to Step 4 {Below}

Example of Same Day payment:



Logged In User ID: (1-27AFH6)

Recipient ID

13LJUXF - ALEX'S AUTO DEALERSHIP

[VIEW PREMIUM BILL HISTORY](#)

My Current Premium Bill

DUE DATE	PAYMENT STATUS	RECIPIENT ID	INVOICE ID	AMOUNT DUE	VIEW/EXPORT BILL
08/01/2020	ready to pay	13LJUXF	005874198	\$20,234.91	VIEW BILL EXPORT BILL

PAYMENT TYPE:

ACH-Checking

08/11/2020

[PAY THIS AMOUNT](#)

\$20,234.91

Note: Paying less than the balance due could result in coverage termination.
If you pay more than the balance due it will be reflected on the next premium bill.



Helpful Links

[Rights & Responsibilities](#)

[Terms & Conditions](#)

Contact Us

[Contact Information](#)

Connect With Us



Example of Future Dated payment:



Logged In User ID: (1-27AFH6)

Recipient ID

13LUXF - ALEX'S AUTO DEALERSHIP

[VIEW PREMIUM BILL HISTORY](#)

My Current Premium Bill

DUE DATE	PAYMENT STATUS	RECIPIENT ID	INVOICE ID	AMOUNT DUE	VIEW/EXPORT BILL
08/01/2020	ready to pay	13LJUXF	005874198	\$20,234.91	VIEW BILL EXPORT BILL

PAYMENT TYPE:

ACH-Checking

[PAY THIS AMOUNT](#)

\$20,234.91

Note: Paying less than the balance due could result in coverage term...
If you pay more than the balance due it will be reflected on the next pre...

08/21/2020

August 2020

SU	MO	TU	WE	TH	FR	SA
26	27	28	29	30	31	1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31	1	2	3	4	5

Tuesday, August 11, 2020



Helpful Links

[Rights & Responsibilities](#)

[Terms & Conditions](#)

Step 4: Payment Validation pop-up

To continue with your premium payment, select “Yes, Proceed”.

This will direct you to Step 5 {Below}

To return to the prior screen, to adjust your payment amount, select “No, Go Back”.

This will direct you to Step 3 {Below}

PREVEA360 health plan

Logged In User ID: (1-27AFH6)

Recipient ID
13LJXF - ALEX'S AUTO DEALERSHIP

VIEW PREMIUM BILL HISTORY

DUE DATE	PAYMENT STATUS	RECIPIENT ID
08/01/2020	ready to pay	13LJXF

VIEW/EXPORT BILL
VIEW BILL EXPORT BILL

PAYMENT TYPE: ACH-Checking 08/11/2020

PAY THIS AMOUNT \$0.01

Note: Paying less than the balance due could result in coverage termination. If you pay more than the balance due it will be reflected on the next premium bill.

Step 5: Entering Account information

Enter all of the pertinent Bank information, confirm you're not a robot by completing reCaptcha, then select "Pay Now".

This will direct you to Step 6 {Below}



Invoice ID: 005807242

Scheduled Payment Date

2020-07-10

BAC Type

Checking

Phone Number

null

Email Address - optional

null

ADD NEW PAYMENT METHOD

ACH — Checking Payment

Payer Name

Routing Number

Bank Account Number

By selecting the Pay Now button; I affirm that I am authorized to make this payment and/or that I am an authorized signer on this account. I agree and authorize that I want to initiate a one-time ACH debit from the bank account listed above, in the amount stated, and on the scheduled payment date I've entered on the payment page. I understand that these funds may be withdrawn from the account listed above as soon as the above noted scheduled payment date.

I'm not a robot



Pay Now \$24963.07

Cancel

Step 6: Retrieving your Confirmation Message

You can capture a screen-print of this page. You will also receive an email confirmation, if the payment is not scheduled into the future. To return to your account page “My Current Premium Bill” you can select the “Go Back” button.

This will direct you to Step 3 {Above}



Logged In User ID: (1-27AFH6)

[GO BACK](#)

Thank you for making your payment

An email confirmation will be delivered to the email account provided.

Transaction Date: 08/11/2020

Transaction ID: 038-0070342567

Payment Scheduled Date: 08/11/2020

Your account ending with 21 was authorized for \$0.01 by Dean Health Plan.

Transaction Detail

Name on the Card: John Smith

ACH Type: Checking

Account Number: XXXXXXXXXXX21

Action: Sale

Status: ACCEPTED - SUBJECT TO BANK APPROVAL

Transaction Amount: \$0.01

STEP 7: Submitting an additional one-time Premium Payment

- A. To submit a one-time Premium Payment for a different Recipient ID within the same Employer Group go to STEP 3; OR
- B. To submit a one-time Premium Payment for a different Employer Group then go to STEP 1A or STEP B depending on the user type (i.e. Group Admin, Client Admin or CSR)