### Member Portal User Guide

11/21/2024



#### Member Portal User Guide

The member portal is quick, easy to use, and available at no cost to you. This secure website allows you to stay connected with Sendero Health Plans. Accessible from any computer or mobile phone. As a member, you can do all of this and more.

- View your ID card online
- Request a replacement ID card
- Track your claims
- View your explanation of benefits
- Monitor your deductibles and out-of-pocket expenses
- Change your Primary Care Provider
- View your authorizations



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For questions about these products or services, please contact Eixsys directly.

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## Not yet registered?

# Visit <u>Sendero Health Plans</u> and complete the online registration today, at no cost!

#### **GETTING STARTED**



1. Register (New User):

# Note: If you are not the subscriber or a dependent over the age of 18, please contact the subscriber to create an account for you.

If you are the subscriber or a dependent over the age of 18, you must first register using your current email address, member ID as it appears on your ID card, and your personal details. Once the information is verified, you will receive an email to confirm and verify your identity.

2. Login:

Note: Only registered members and dependent(s) can access the Member Portal.

#### 3. Password Reset:

Email*					
A verificati	on code w	ill be sent	to the em	ail provide	d
Avenical	on couc w	in be sem	to the em	an provide	· .

#### FEATURES:

#### Home

On the **HOME** page, you can view the following:

- Member Demographics
- > Plan Details
- Current PCP
- > Copayments
- Individual/Family year to date deductibles
- Individual/Family year to date out-of-pocket
- > Rx Benefits

Member Details Address Details		Plan Details Current PCP
<b>52 Years, (Active)</b> (Eligibility Begin : 01-01-2024   End 12-31-2024)	Address : Addres	Plan Type : SENDERO PREFERRED BRONZE /\$25 PCP/\$75       Current PCP : Curr
Copayments		Individual/Family Year to Deductibles
Copayments		Individual   In-Network
Primary Care Physician Copay \$25 copay/office visit Deductible does	not apply.	Paid Amount Remaining Amount Individual (Tota: \$8550) \$192.64 \$8357.36
Specialist Copay \$75 copay/office visit Deductible does	not apply.	Family (Total: \$17100) \$459.85 \$16640.15
Lab Copay No charge/test after deductible		0 % 20 % 40 % 60 % 80 % 100 %
Radiology Copayment No charge/test after deductible		Individual/Family Year to Out-of-Pocket
Urgent Care Copay No charge/visit after deductible		Individual   In Network Paid Amount Paid Amount
Emergency Copay No charge/visit after deductible		Individual (Tota: \$9400) \$267.64 \$9132.36
RX Benefits		Family (Total: \$18800) \$634.85 \$18165.15
No RX Benefits Data Available		0 % 20 % 40 % 60 % 80 % 100 %

#### My Benefits:



Plan Detail						
Individual Deductible \$ 8550	Individual Out-of-Pocket Maximum \$ 9400	Family Deductible \$ 17100	Family Out-of-Pocket Maximum \$ 18800			
Primary Care Physician Copa	у \$	\$25 copay/office visit Deductible does not apply.				
Specialist Copay	\$	\$75 copay/office visit Deductible does not apply.				
Lab Copay	Ν	No charge/test after deductible				
Radiology Copayment	Ν	No charge/test after deductible				
Urgent Care Copay	Ν	No charge/visit after deductible				
Emergency Copay	Ν	No charge/visit after deductible				

#### **Plan Information:**



#### Authorizations:

Here, you can view all current and past authorizations.

Auth Inquery							
Cxport to Excel		Show items with value that:					Q. Search
Drag a column header and dr SERVICE DATE	CLAIM NUMBER	Is equal to	•	Ŧ	YOUR REP	Ŧ	STATUS DESCRIPTION
02/14/2023			на	R	\$35.14		Processed
02/21/2023					\$0.00		Processed
03/04/2023		And 🔻			\$0.00		Processed
ou can apply			HA	R	\$5.00		Processed
dditional filters		Is equal to	•		\$34.44		Processed
					\$68.78		Processed
	11.0067.2	▼ Filter 🌾 Clear	=		\$25.00		Processed

#### My Claims:

Under My Claims, you can view the status of medical and pharmacy claims, date of service, servicing provider, and payment responsibilities for all family members.

Medical Claims										
Export to Excel										Q Search
Drag a column header and o	drop it here t	o group by that column								
SERVICE DATE	т	CLAIM NUMBER	т	PROVIDER NAME		MEMBER NAME	т	YOUR REP	т	STATUS DESCRIPTION
02/13/2023								\$25.00		Processed
02/14/2023		_						\$35.14		Processed
02/21/2023		_						\$0.00		Processed
03/04/2023								\$0.00		Processed
Pharmacy deta	ils									
Export to Excel	Export	to PDF								۹ Search
Drag a column header a	ind drop it h	nere to group by that colu	mn							
SERVICE_DATE	T	CLAIM_ NUMBER	T	PROVIDER_ NAME	Ŧ	MEMBER_ NAME	Y YC	OUR_ REP	Ŧ	STATUS_DESCRIPTION

#### TOOLS AND RESOURCES:

This option offers self-service features that help our members save time. You can find a network provider or search for a pharmacy, request an ID card for yourself or your dependents, explore the Rx Formulary to determine the prescription tier, update your PCP, and grant another family member access to your medical claims.



#### Forms

Prescription Mail Order
Prescription-Mail-Order-Form.pdf

#### Find A Provider

Provider Search		You can narrow down your provider search further	
Refined Result	Name		Specialty
Doctor, Facility or Clinic Name	Enas Pruitt,	MD	
Austin, TX 78704, USA Provider Type	Austin Regional 894 Summit Str Suite 108 Round Rock, Te (512) 244-5100	Clinic, PA eet xas 78664	Family Medicine
Provider Specialty	( 0.9 Miles away	()	
Language	Denvis Deb		
Gender	Reavis Rehab &	ab & vvellnes Center, Wellness Center, Inc.	
New Patient Status	1201 S IH 35 Suite 105		Physical Therapy
REFINED RESULT GO BACK	Round Rock, Te (512) 310-7665	xas 78664	

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#### Find A Pharmacy

Pharmacy Search	
Refined Result	Name
Location	
REFINED RESULT GO BACK	

#### ID Card

ID Card						
Export to Excel     Export to PDF					٩	Search
Drag a column header and drop it here to group by that column						
FULL NAME	т	PLAN DESCRIPTION	۲	ACTIONS		
		SENDERO PREFERRED BRONZE /\$25 PCP/\$75 SPEC/\$22 GEN		Print ID Card		
	an	SENDERO PREFERRED BRONZE /\$25 PCP/\$75 SPEC/\$22 GEN		Print ID Card		
ID Ca	rd.					



Important	Information	
CUSTOMER SERVICE/SERVICIO AL CLIENTE TTY/LÍNEA DE AYUDA TTY VISION SERVICE/SERVICIOS PARA LA VISTA PHARMACY/FARMACIA PROVIDER UM FAX UM QUESTINOS HELP YOURSELF SUICIDE & CRISIS LINE (988) AYUDATE LÍNEA DE SUICIDIO Y CRISIS	1-844-800-4693 7-1-1 1-855-279-9680 1-868-333-2757 512-901-9724 1-855-297-9191 Lifeline.org)/ 9-8-8	
24/7 ON-DEMAND VIRTUAL URGENT MINUTES ANYWHERE IN TEXAS: http 24/7 ATENCIÓN DE URGENCIA VIRTU MINUTOS EN CUALO https://care.normanm Submit Professional Claims to: Sendero H Payor ID: Trizett	CARE - CONNECT TO ss://care.normanmd.co JAL - CONECTESE CO UIER LUGAR DE TEX d.com/es/#/security/lo Health Plans, P.O. Box to/Cognizant: MV440	D A DOCTOR WITHIN Im/en/#/security/login ON UN DOCTOR EN (AS: gin : 17307, Austin, TX 78760 REV09/24

#### Formulary Lookup

		Q Search							
Drag a column header and drop it here to group by that column									
PUB NOTE	CATEGORY	TIER							
	def	1							
	def	1							
	def	1							
	t column PUB NOTE	t column PUB NOTE CATEGORY CAT							

#### My PCP

ort to Excel D Export to PDF						9	Sean
lumn header and drop it here to group by th	at column						
ME	Ŧ	PROVIDER NAME & DETAILS		Ŧ	ACTIONS		
					Change PCP		
	-				Change PCP		
				-	Change PCP		
	selecting "Change	g e PCP."					
Change PCI	D el 🖸	Export to PDF			۹ Search.		
Change PCI	el 🗋 der and d	Export to PDF drop it here to group	o by that o	olumi	ৃ Search n		
Change PCI	el 🖸	Export to PDF drop it here to group FULL NAME	o by that o	olumi	ৎ Search n TIONS		
Change PCI	el 🕒 der and c	Export to PDF drop it here to group FULL NAME	o by that o	olumi AC	Search n TIONS ange PCP Provid		
Change PCI	el 🕒 der and c	Export to PDF drop it here to group FULL NAME	o by that o	olumi AC Ch	Search n TIONS ange PCP Provid		
Change PCI	el 🕒 der and c	Export to PDF drop it here to group FULL NAME	o by that o	olumi AC Ch Ch	Q     Search       n     TIONS       ange PCP Provid       ange PCP Provid       ange PCP Provid		
Change PCI	D el der and c	Export to PDF drop it here to group FULL NAME	o by that o	olumi AC Ch Ch	Q       Search         n	Ier Ier	

#### **Family Access**

The Family Access option allows you to request access to view claims for plan members over the age of 18. As a subscriber, who is over the age of 18 can automatically view claims for all dependents under the age of 18 on the same plan.

Family Access										
Export to Excel					Q Search.					
Drag a column header and drop it here to group by that column										
MEMBER	Ŧ	PLAN_DESCRIPTION	٣	ACTIONS		T				
		SENDERO PREFERRED BRONZE /\$25 PCP/\$75 SPEC/\$22 GEN		Request Access		<u>^</u>				
		SENDERO PREFERRED BRONZE /\$25 PCP/\$75 SPEC/\$22 GEN		Request Access						