

# MyCIGNAforHealth.com

**First Time Users:** When logging into the website click the **Register Now!** link on the right side of the screen. You will then see a registration form like the one displayed below.

The image shows a browser window displaying the registration page for MyGreatWest.com. The browser's address bar shows the URL. The page has a navigation menu on the left with categories like 'Employees & Members', 'Plan Administrators', 'Compare Plan Costs', 'Flexible Spending Account Tools', and 'Help'. The main content area is titled 'Register for MyGreatWest.com' and contains instructions for registration, a list of required fields, and the registration form itself. A yellow callout box on the right explains that registration is easy and lists the 'RxBIN' number. A red oval callout on the left lists the next steps for filling out the form.

**Registration Is Easy**

Use your membership ID card and locate:

- The "RxBIN" number, 600428. Input that number into the Policy Plan or Group Number field

**Next Steps**

- Populate the Member ID field
- Populate First name and Last name fields
- Populate Date of birth field
- Populate Email address field

**Register for MyGreatWest.com**

To complete the registration form, you will need your confirmation materials listing your group plan or policy number and an e-mail address.

If the member name is incorrect on your ID card, print the front of the card to update your record before you register.

All fields are required.

**Member Information**

Group plan or policy number:

Your plan / policy number is located on your member ID card or enrollment materials. Please include leading 0s (e.g. 000123).

Member ID for primary member:

The primary member is the member whose employer provides this health coverage.

Your FIRST name:

Enter your first name exactly as it appears on your ID card or enrollment materials, including capital letters, spaces or hyphens.

Your LAST name:

Enter your last name exactly as it appears on your ID card or enrollment materials, including capital letters, spaces or hyphens.

Your date of birth:

Select the month and day and enter the 4-digit year (for example, 1965).

Email address:

To access MyGreatWest.com, you must provide an e-mail address. Your E-mail is not shared with other parties and is only used for important communications about this site.