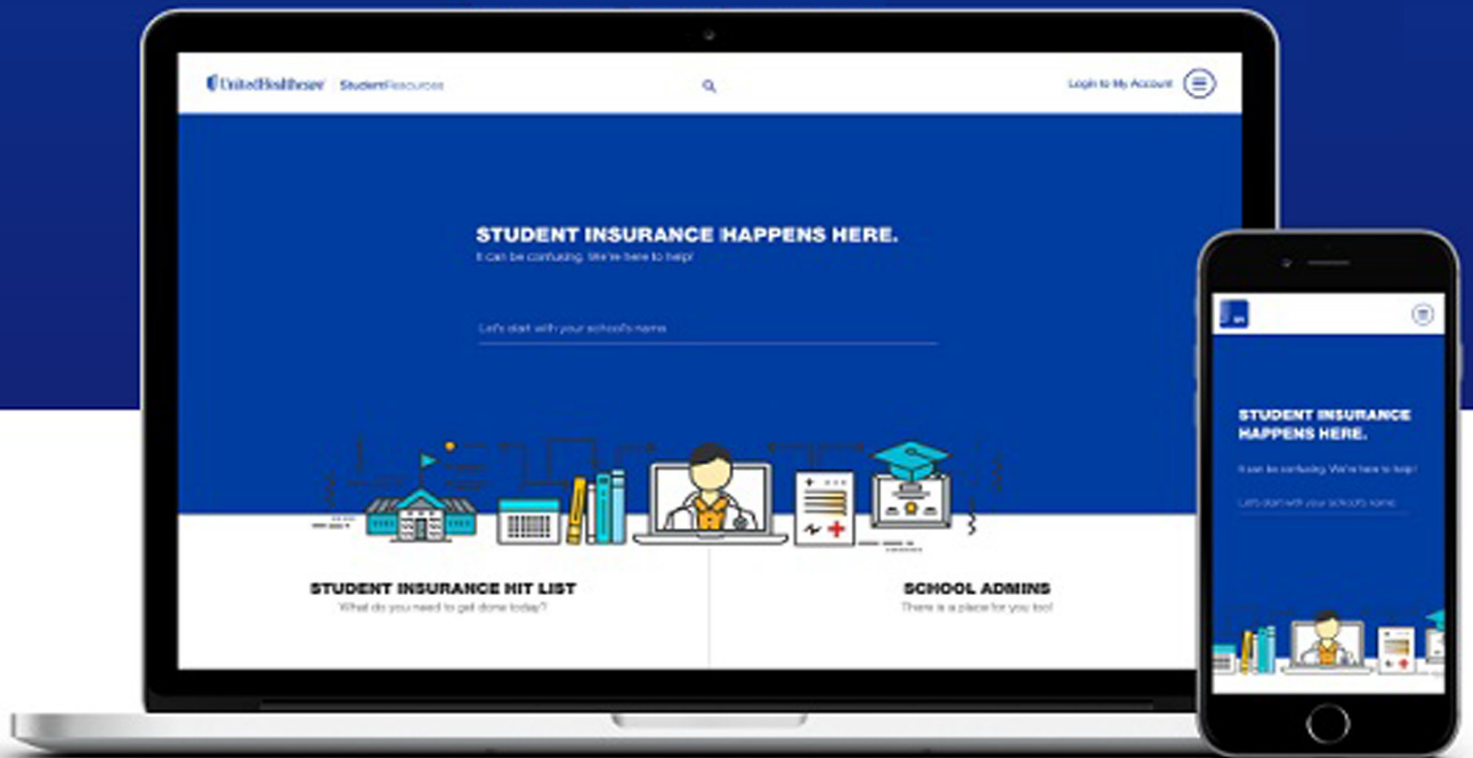


Welcome to the new uhcsr.com



My Account for SACM Participants Create Account



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Overview

My Account allows covered participants to access benefit information online 24/7/365!

Our website, www.UHCSR.com/SACM, provides secure online access to coverage information, print-friendly ID cards, and claims status including associated correspondence.

This user guide provides a road map for users setting up their online account for the first time, and those who have forgotten their user name or password.

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My Account Features

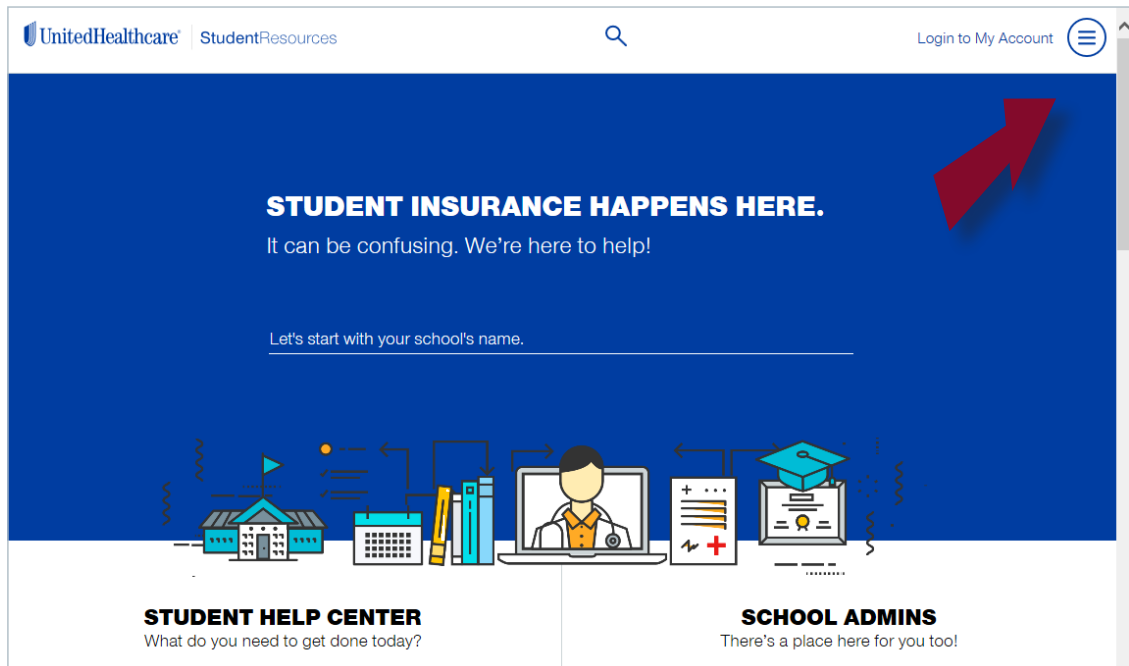
Use **My Account** to manage your health coverage online! Once you've created your **My Account**, you may:

- View coverage details
- View/print your ID Card, or request one be mailed to you
- Look up network providers
- Check claim status and Explanations of Benefits (EOB)
- Review your personal information such as your email or mailing address
 - ◆ If we don't have your U.S. mailing address, be sure to update it in the SACM Database, through the Ministry of Higher Education student portal/Safer as soon as possible
- Review Message Center electronic notifications
 - ◆ Claims Letters
 - Claims Acknowledgement Letters
 - Letters requesting information for processing of claims
 - Notifications of request for information from Providers necessary for processing of claim
 - ◆ ID Card notifications
- Provide accident details
- Submit or manage Personal Representative Appointments
- View Prescription Plan Information
 - ◆ Locate a participating pharmacy
 - ◆ Review the latest tier status list
- Review information about Value Added Benefits associated with your benefit coverage (if applicable)

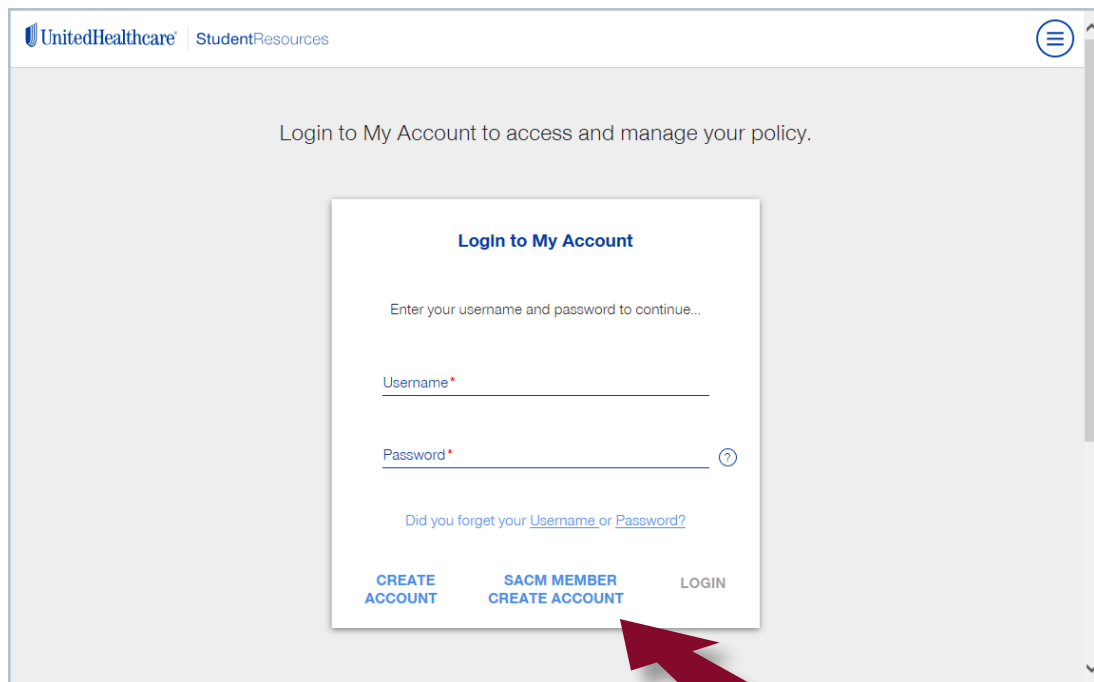


Create an Account

Go to www.uhcsr.com in your web browser. This URL takes you to the UnitedHealthcare **StudentResources** welcome page. You may create your online account by clicking the **Login to My Account** link on the right side of the screen.



From this screen, select the **SACM Member Create Account** link.

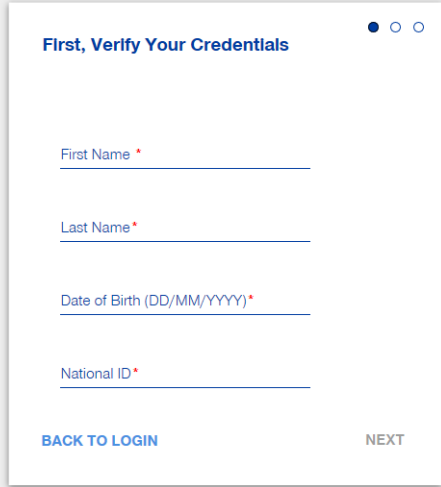


Enter your:

- First Name
- Last Name,
- Date of Birth and
- National ID

and click 'next'.

Create an online account to access the best parts of your plan.



First, Verify Your Credentials

First Name *

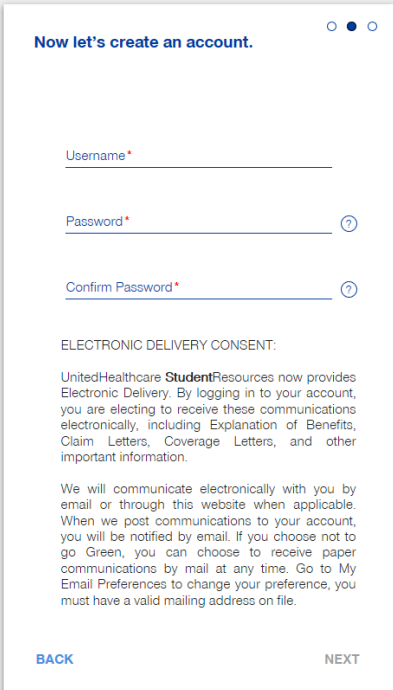
Last Name *

Date of Birth (DD/MM/YYYY) *

National ID *

[BACK TO LOGIN](#) [NEXT](#)

Create an online account to access the best parts of your plan.



Now let's create an account.

Username *

Password *

Confirm Password *

ELECTRONIC DELIVERY CONSENT:

UnitedHealthcare StudentResources now provides Electronic Delivery. By logging in to your account, you are electing to receive these communications electronically, including Explanation of Benefits, Claim Letters, Coverage Letters, and other important information.

We will communicate electronically with you by email or through this website when applicable. When we post communications to your account, you will be notified by email. If you choose not to go Green, you can choose to receive paper communications by mail at any time. Go to My Email Preferences to change your preference, you must have a valid mailing address on file.

[BACK](#) [NEXT](#)

In this step of the process, you will chose a user name and create a Password. You will also be required to confirm your Password.

Your user name must be between 6 and 30 alphanumeric characters.

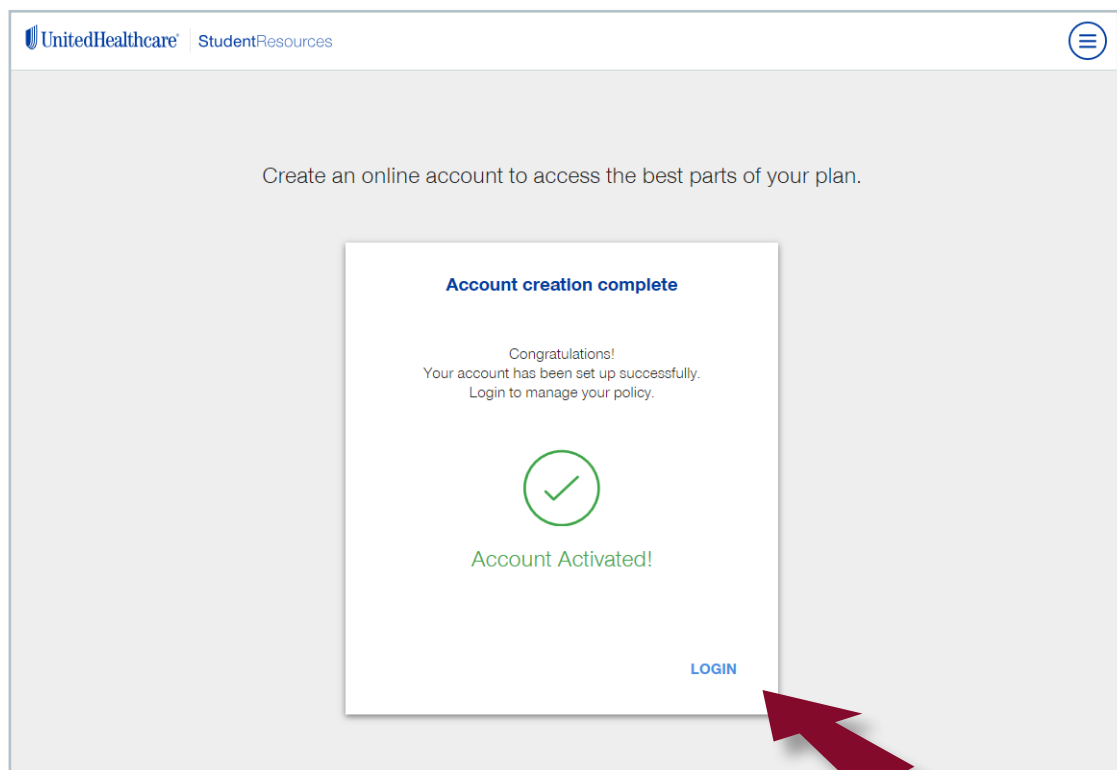
Your password must contain between 8 and 12 characters, and meet at last 3 of the following 4 rules:

- Contain an uppercase character (A, B, C, etc.)
- Contain a lowercase character (a, b, c, etc.)
- Contain a numeric character (0-9)
- Contain a special character (e.g., ?, %, *, \$, etc.)

You will use this user name and Password to log into the site during future visits, so please be sure to record them.

Click "next" to complete your account set-up.

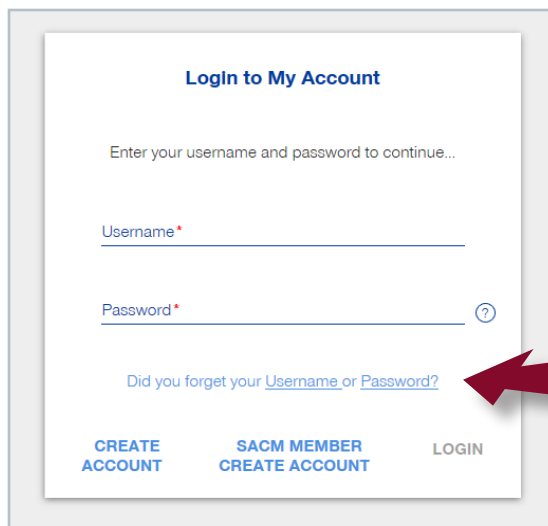
The Account Activation is now complete. Please click 'Login' to access the features outlined on page 3 of this guide.



NOTE: Please note that by logging into your account, you're consenting to electronic delivery of correspondence from UnitedHealthcare StudentResources. If you would like to receive paper communications by mail, you may go to My Email Preferences to indicate your preference. You must have a valid U.S. mailing address on file.

My Account Password Reset

If you've forgotten your user name or password, click the link on the *Login Page*.



Login to My Account

Enter your username and password to continue...

Username*

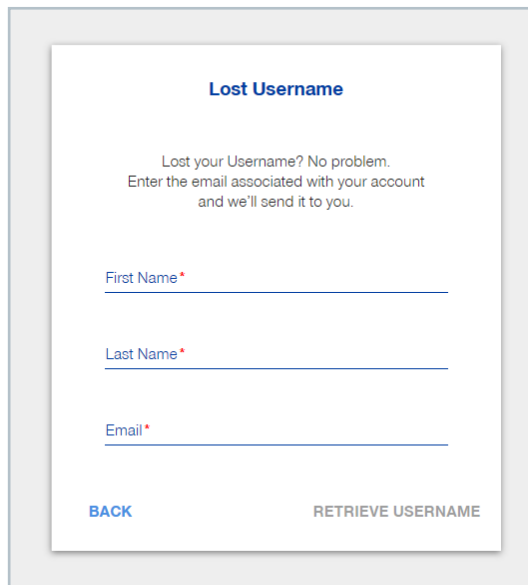
Password* ?

Did you forget your [Username or Password?](#)

[CREATE ACCOUNT](#) [SACM MEMBER CREATE ACCOUNT](#) [LOGIN](#)

Forgot User Name

If you've forgotten your user name, click the appropriate button, and provide your first name, last name, and email address.



Lost Username

Lost your Username? No problem.
Enter the email associated with your account
and we'll send it to you.

First Name*

Last Name*

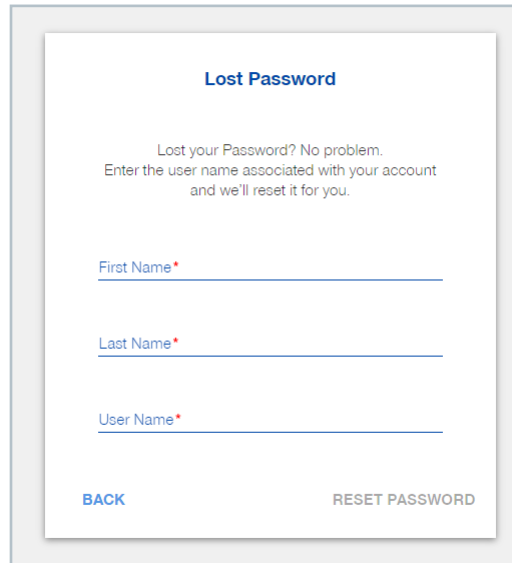
Email*

[BACK](#) [RETRIEVE USERNAME](#)

If a match is found, we'll email your user name to the address provided when you set up your account. If no match is found, you will be returned to the screen above (with the red arrow). Please double check your information and try again. If you are again returned to the screen above, please contact Customer Service.

Forgot Password

If you've forgotten your Password, click the appropriate button, and provide your first name, last name, and user name.



Lost Password

Lost your Password? No problem.
Enter the user name associated with your account
and we'll reset it for you.

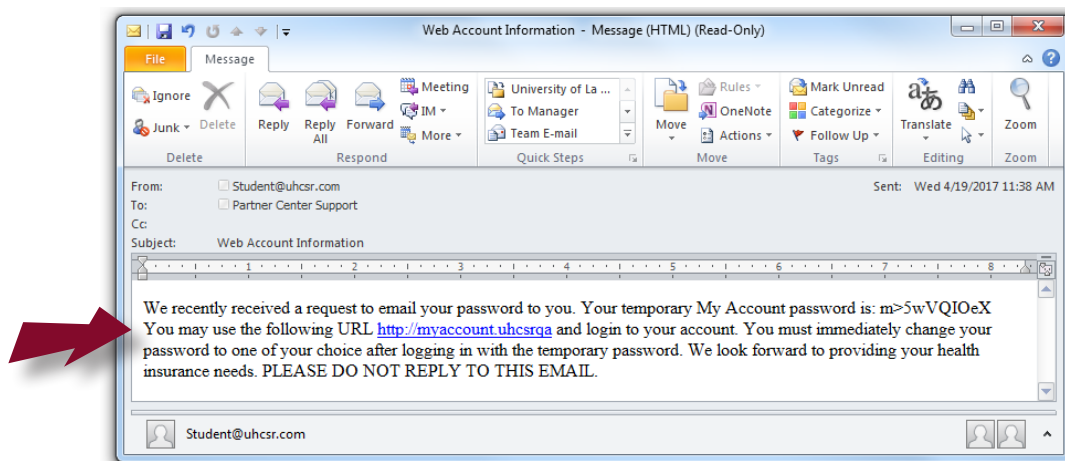
First Name*

Last Name*

User Name*

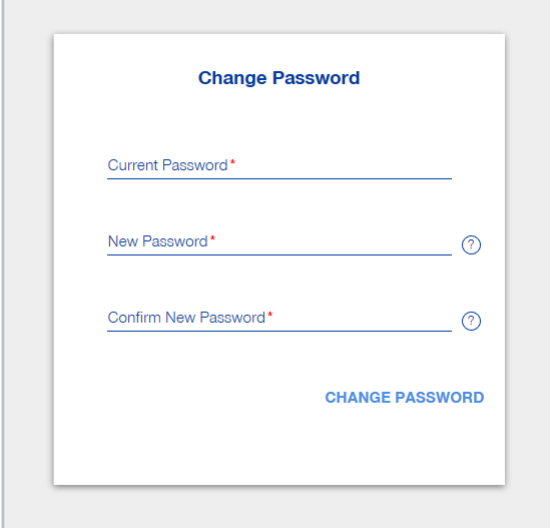
BACK RESET PASSWORD

If a match is found, we'll email a temporary password to the address provided when you set up your account. If no match is found, you will be returned to the screen above (with the red arrow). Please double check your information and try again. If you are again returned to the screen above, please contact Customer Service.



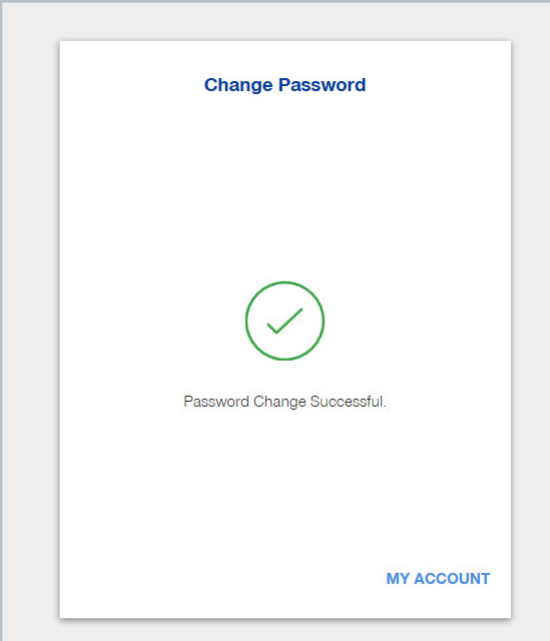
Click the link in the email message you receive, and log into your account using the password provided in the email. You'll be instructed to change your password upon successful log in.

Enter the temporary password, your new password. We require you to confirm your password to ensure you've typed it in as you intend it.



The screenshot shows a 'Change Password' form with three input fields: 'Current Password*', 'New Password*', and 'Confirm New Password*'. Each field has a red asterisk and a help icon (question mark in a circle). A blue 'CHANGE PASSWORD' button is located at the bottom right of the form.

When you receive a "Password Change Successful" message, you are ready to login to your account using your user name and new password.



The screenshot shows a confirmation message with a green checkmark icon in a circle. Below the icon, the text reads 'Password Change Successful.' At the bottom right, there is a blue 'MY ACCOUNT' button.