



# NEW MEMBER WEB PORTAL





## Welcome to The Loomis Company Member Website

Your complete online health plan Information Center!

You will be able to access a wide variety of information about your health plan and benefits on your computer or mobile phone. You will no longer need to use an app.

### To Get Started

- ◆ **Member Website-** Enter: [www.Loomisco.com](http://www.Loomisco.com), click on **MyLoomis login**.
- ◆ **Register-** Your old login and password will not access our site. You will need to register for the new site.
- ◆ **Member ID card-** You will be asked to enter your Group Number and Member ID.
- ◆ Click on "**My Workspace**" to access your options
- ◆ **Your Adult Dependents-** will need to login with their own credentials or register, then provide access authorization under the My Workspace tab to the primary policyholder to see their claims.

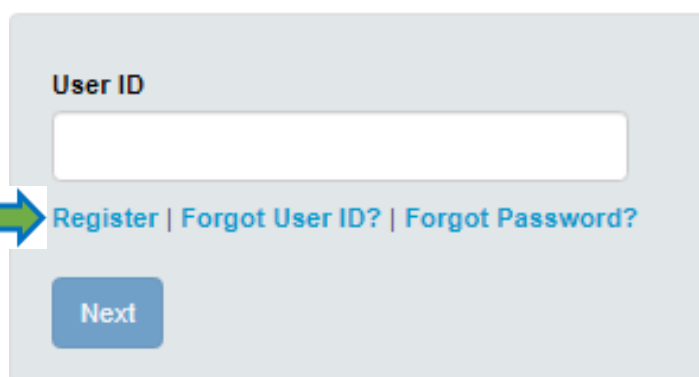
## Welcome To The **NEW** Loomis Company Benefits Portal!

*For security reasons, you will need to register to create a new account if you have previously used our Portal.*

From this site you will be able to:

- . [View Health Plan Documents](#)
- . [Locate Providers](#)
- . [View Claims](#)
- . [Contact Member Services](#)
- . [Access A Variety Of Resources](#)

### Login



User ID

[Register](#) | [Forgot User ID?](#) | [Forgot Password?](#)

Next

Once your registration is completed, feel free to save the NEW URL to your favorites:

<https://loomislive.com/view/login>



1. Email Customer Service
2. Member Actions: Look up "My Coverages" & Grant PHI Access will be listed under "Member Actions" for Adult Dependents Only

**My Workspace** ▾

- Customer Service Message Center
- Member Actions**
  - My Coverages ←
  - Access Authorization

Check your coverage or view recent claims

- 1.
- 2.

My Workspace / My Coverages

## My Coverages

1234-ABC Company

<b>Account</b>	1234	<b>Effective Date</b>	04/01/2022
	ABC Company	<b>Termination Date</b>	
<b>Member ID</b>	23400000		
<b>Member Name</b>	JOHN SMITH		

I Would Like To ... ▾

- Online Forms
- Update Personal Information
- View Claims
- View Coverage
- View Vendors

Drop down menu

## Balance Summary

Description	Limit	Accumulated Amount	Percent Met
Medical In Network Deductible	1,400.00	1,377.30	98%
Medical In Network Out of Pocket	1,000.00	0.00	
Family Medical In Network Deductible	2,800.00	1,317.43	47%

## Recent Claims

Claim Number	Service Date	Patient Name	Claim Amount	Provider
3450000A	11/10/2022	JOHN SMITH	166.54	American Family Medicine
3460000B	05/12/2022	JOHN SMITH	0.00	Dr. Amy Clark
3450000C	06/06/2022	JOHN SMITH	140.00	Johnson Medical Center

## Options from the drop down menu

I Would Like To ... ▾

- Online Forms
- Update Personal Information
- View Claims
- View Coverage
- View Vendors** ←

Click on "View Vendors" to see all options available on your plan.

## Sample:

Medical Vendors

- Cigna
  - Cigna SSO Login
- Healthcare Bluebook
  - Healthcare Bluebook. Healthcare Bluebook helps find quality healthcare provide
- WEX Health
  - WEX Health SSO Login
- CVS
  - CVS pharmacy™
- TELADOC
  - TELADOC

Click on the Vendor Link that you want to visit.

# How To Ask A Question OR Submit a Claim You Have Paid For on Your LoomisLive.com Portal

Go to your LoomisLive portal

On your home page in the upper right hand corner you will see the: **Click Here to Submit A Claim or Ask A Question** link



[Click Here To Submit a Claim or Ask A Question](#)

My Workspace ▾

Once you click on the link, the Question/Submit A Claim box will pop up (see below):

- This will have your name pre-populated you will need to complete the remainder of the information.
- **TO FILE a Claim that You have paid for:** In the question field make a note for example:
  - *Please process my out of network medical claim*, (feel free to provide details), or dental claim or vision claim.
  - Then **click the Attachment box to attach your itemized bill**. Before submitting make sure your bills include the following information:
    1. Employee information (name, DOB, address, ID #)
    2. Patient information (name, DOB)
    3. ICD10-diagnosis code
    4. CPT code-description of service;
    5. Date of service;
    6. Billed amount;
    7. Performing physician's name, physician address, place of service, most importantly the Tax ID number & NPI number.
  - Then **click the SUBMIT** button. Your claim will then go to the Loomis service team for processing.

You May Type Your Question Below, or Submit A Claim by Selecting Attachment and Uploading Your Documents

\* First Name

\* I  
Hill

\* Phone

\* Email Address

\* Question

Characters remaining: 100

Attachment



Submit

Close

**REMEMBER** to always maintain a copy of your claims for your records.