

How to Register for One-Click Online Access to your Payment, Premium, Benefit and Claim Information

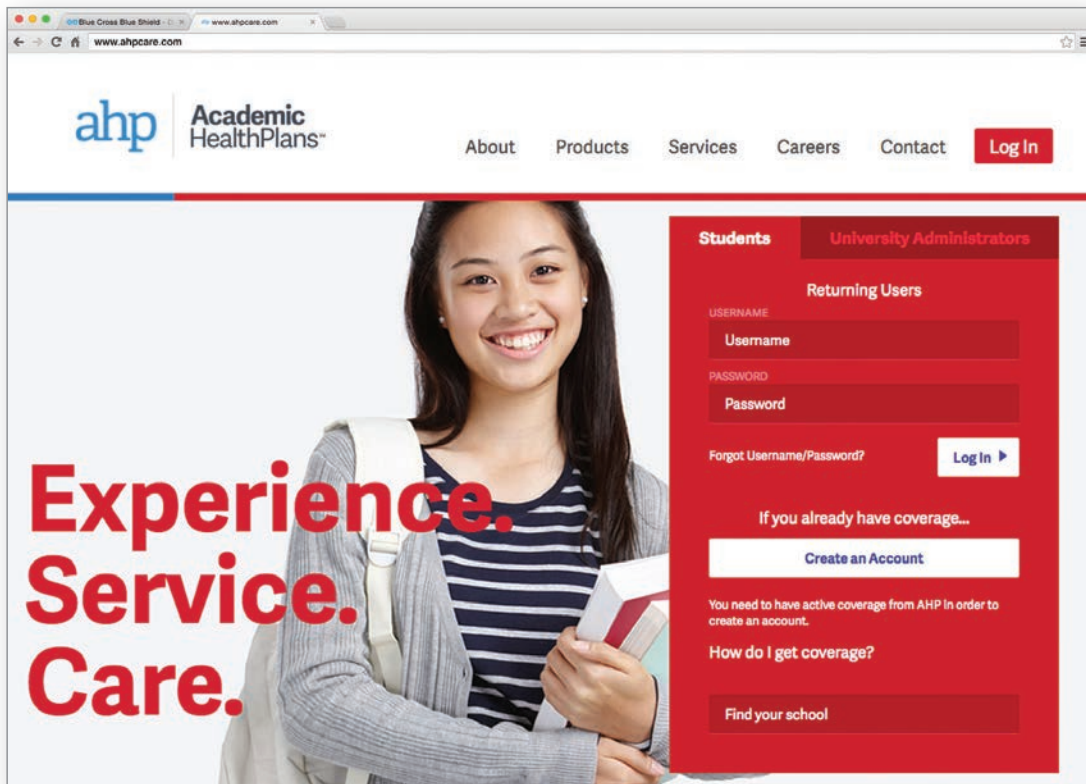
You're only a few steps away from gaining online access to your Blue Cross and Blue Shield of Oklahoma (BCBSOK) health insurance plan information. To begin, you'll need to register with Academic HealthPlans (AHP*). From there you'll be able to link to Blue Access for MembersSM, the BCBSOK website for members.

Maximize access to your plan information

To fully access your account, you must complete a registration process to create a login and password. After you have registered, you will be able to view enrollment, benefit and claims information; view or request a member ID card; and much more.

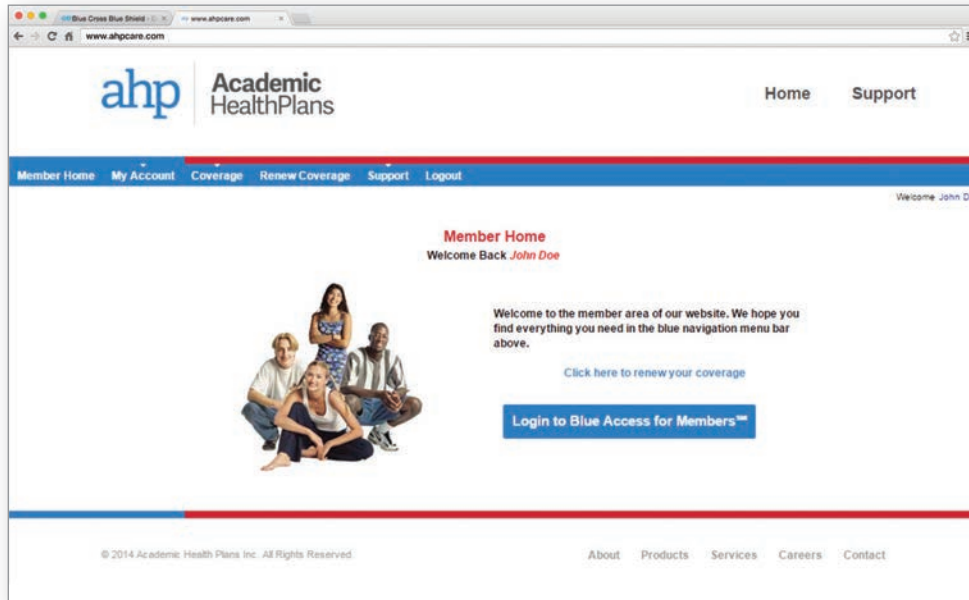
Step 1: Go to ahpcare.com.

Click on **Create an Account** and have a user name and password ready.



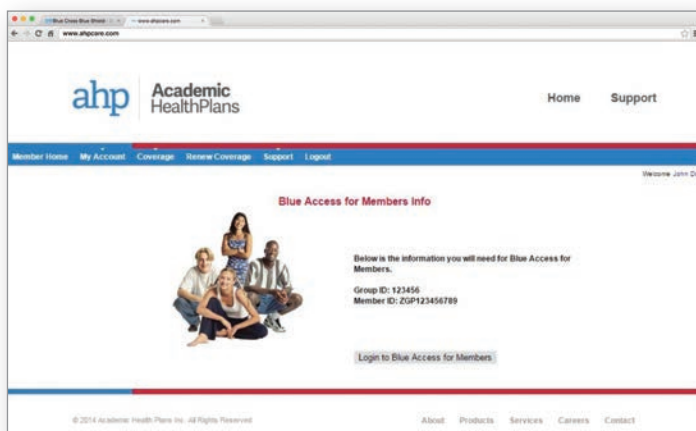
Step 2: Access your student information.

After creating a user name and password, you will be directed to the screen below. When you click on the blue box, the page will be redirected to Step 3.



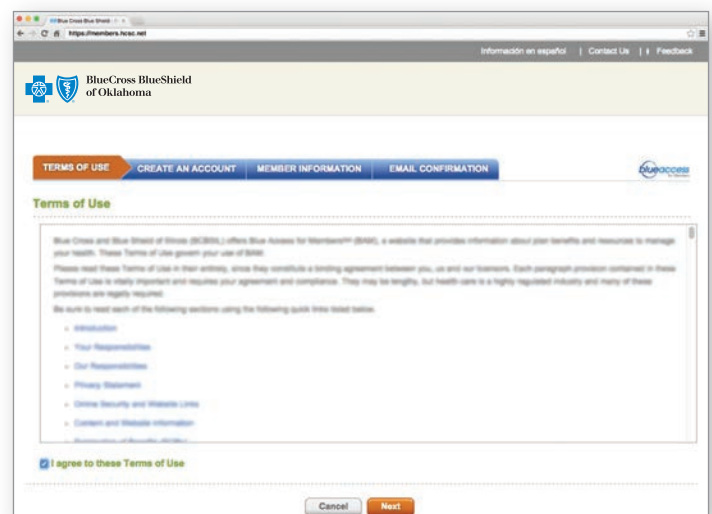
Step 3: Enter Group and Member IDs.

A second window will pop up in your browser that will show your Group ID and Member ID. (You can also refer to your member ID card for this information.) Click on **Login to Blue Access for Members** to begin the final process. (This will be a pop-up or new tab.)



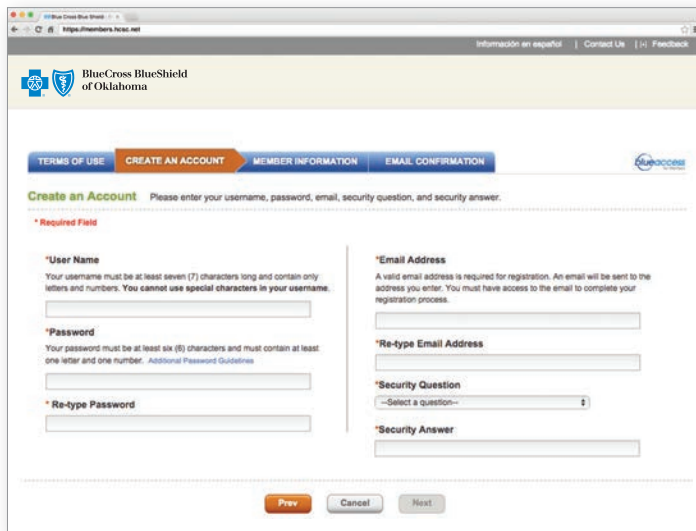
Step 4: Agree to Terms of Use.

Please review and acknowledge the Terms of Use. A confirmation screen will appear stating a confirmation email has been sent.



Step 5: Complete user name and password registration.

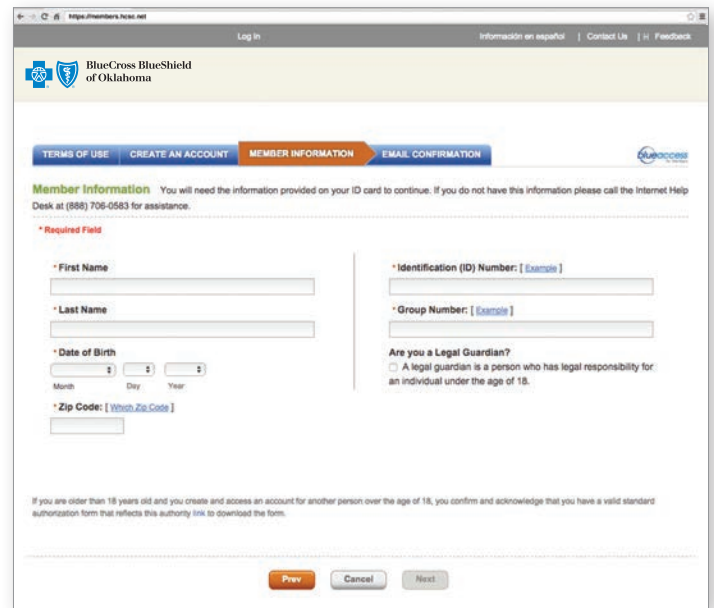
Complete the Blue Cross and Blue Shield of Oklahoma user name and password/security questions.



The screenshot shows the 'Create an Account' step of the registration process. The page title is 'BlueCross BlueShield of Oklahoma'. The navigation bar includes 'TERMS OF USE', 'CREATE AN ACCOUNT' (highlighted), 'MEMBER INFORMATION', and 'EMAIL CONFIRMATION'. The main heading is 'Create an Account' with the instruction: 'Please enter your username, password, email, security question, and security answer.' Below this, there are several required fields: 'User Name' (with instructions: 'Your username must be at least seven (7) characters long and contain only letters and numbers. You cannot use special characters in your username.'), 'Password' (with instructions: 'Your password must be at least six (6) characters and must contain at least one letter and one number. Additional Password Guidelines'), 'Re-type Password', 'Email Address' (with instructions: 'A valid email address is required for registration. An email will be sent to the address you enter. You must have access to the email to complete your registration process.'), 'Re-type Email Address', 'Security Question' (a dropdown menu with the option to 'Select a question'), and 'Security Answer'. At the bottom, there are 'Prev', 'Cancel', and 'Next' buttons.

Step 6: Complete your Blue Cross and Blue Shield of Oklahoma registration.

Have your Group ID and Member ID ready to complete the registration page.



The screenshot shows the 'Member Information' step of the registration process. The page title is 'BlueCross BlueShield of Oklahoma'. The navigation bar includes 'TERMS OF USE', 'CREATE AN ACCOUNT', 'MEMBER INFORMATION' (highlighted), and 'EMAIL CONFIRMATION'. The main heading is 'Member Information' with the instruction: 'You will need the information provided on your ID card to continue. If you do not have this information please call the Internet Help Desk at (888) 705-0583 for assistance.' Below this, there are several required fields: 'First Name', 'Last Name', 'Date of Birth' (with dropdowns for Month, Day, and Year), 'Zip Code' (with a link to 'Which Zip Code'), 'Identification (ID) Number' (with an 'Example' link), and 'Group Number' (with an 'Example' link). There is also a checkbox for 'Are you a Legal Guardian?' with the text: 'A legal guardian is a person who has legal responsibility for an individual under the age of 18.' At the bottom, there are 'Prev', 'Cancel', and 'Next' buttons.

That's it! I'm now registered with AHP and will be able to access my BCBSOK health insurance plan information through Blue Access for Members.



