USAble Life

Wellness Online Claims Submission

Quick reference guide

Submit Wellness claims online!

USAble Life provides flexibility in submitting Wellness claims with our new online claims submission option, which offers an enhanced customer experience that is easy, convenient, and secure.

From start to finish, an online claims submission typically takes 20 minutes or less — it's that simple! Our customers still have the option to submit claims by mail, email, phone, or fax; visit us online at USAbleLife.com for those instructions.

GETTING STARTED

To get started, navigate to USAbleLife.com/claims and complete a few drop-down menu questions:

- 1. Select Wellness from the drop-down list under What type of claim do you want to file?
- On the same screen, select **Online** from the drop-down list under **How would you like to file?** 2.



You will then progress З. to the "Online Claims Submission" screen.

> Before you continue, please note the Things you will need section. You must have the group policy number ready to go for the next steps.

Select Get Started.

This is the last step 4. before you begin steps 1-6 of the Wellness claims submission process.



Return to Usablelife.com

🖱 Start Over

Get Started

STEP 1: DISCLAIMER

This is the "Electronic Delivery Consent Notice" screen. Please review carefully.

We are required to provide certain information to you before you agree to receive electronic communications.

This notice applies to all Internet-based communications from us, including email, website, and mobile applications.

By completing this acknowledgement, you are consenting to receive electronic communications from USAble Life.

Check the box for

I acknowledge this disclaimer, enter your name in the Signature field or Representative's Signature (if you are completing this claim on behalf of the claimant), check the box for I'm not a robot, and select Save and Continue.

USAble Life

Electronic Delivery Consent Notice



Please Read

We are required to provide certain information to you before you agree to receive electronic communications. This notice applies to all Internet-based communications from us, including email, website, and mobile applications.

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Electronic communications include, but are not limited to:

- Regulatory Notices
 Plan Documents
- · Benefit Determinations and/or Information (e.g. Explanation of Benefits, Claim Letters, etc.)
- Privacy Policy NoticesFraud Notices

Electronic Delivery of Communications

By consenting to electronic delivery you may receive communications electronically instead of receiving a paper copy. The types of communications available electronically are subject to change, and if additional communications become available in an electronic format, you may receive those communications electronically, are subject to change, and if additional communications become available in an electronic format, you may receive those communications electronically, save unay as as receive a hard copy document. Your consent remains in effect unit you withdraw it you may withdraw your consent at any time and choose to receive paper mailing by calling us at (800) 370-5856 or emailing us at custerv@usablelife.com. Choosing to withdraw your consent to electronic delivery will not affect the legal effectiveness, validity, or enforceability of the electronic documents that were provided to you before your withdrawal became effective. If we attempt to deliver information to an email address you provide and the message is returned as undeliverable after several attempts, we will assume that you have withdrawn consent for electronic delivery and will begin sending the information to you in paper format. To ensure that you continue to receive email from us, add the email custerv@usablelife.com to your email address book or safe list.

Date *

System Requirements to Access and Retain Information

In order to receive and retain electronic communications, you must have access to a computer or other device which is capable of accessing the Internet and you must have software which permits you to receive and access documents published in HyperText markup language ("HTML") or Portable Document Format ("PDF") files.

Consent

By checking the "I ACKNOWLEDGE THIS DISCLAIMER" box below and signing, you are confirming that you consent to electronic delivery of documents, that your system meets the requirements described above, that you are able to access documents presented on our website or via e-mail, and that you can either print or electronically store these documents.

I ACKNOWLEDGE THIS DISCLAIMER Signature *

Representative's Signature, if employee	unable to sign		
I'm not a robot			
Save and Continue			

STEP 2: DEMOGRAPHICS

	USAble Life	Return to Usablelife.com Start Over
Complete the fields	Demographic Information	
requested on this page, including first, middle, and	COLORADHICS STATEMENT AUTHORIZATION FRAUD NOTICE REVIEW & SUBMIT	
last name, as well as your	Please complete the required fields	
	First Name	
Select Save and Continue.	Group/Policy Number *	
	Go Back Save and Continue	

STEPS 3-5: STATEMENT, AUTHORIZATION, AND FRAUD NOTICE

Complete all required fields then complete the Sign & Date Below section, checking the acknowledgment box and filling in information for Requestor's E-signature and Email Address. Select Save and Continue.

Next, complete the "Authorization Notice for release of medical records" and "Fraud Notice" screens. For each screen, complete the Sign & Date Below section, checking the acknowledgment box, filling in the Employee's E-signature field, and selecting Save and Continue.

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OTECTION, THE LAWS OF SOME STATES MAY REQUIRE US TO FURNISH YOU WITH THE FOLLOWING NOTICE:			
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our full name in the box below and clicking "Save and Continue", you are signing this document electronically. You agre	e your electronic signature is the legal equiv	valent of your	
involution you could visit on on the minimation you provided is accurate and true.	Date •		
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STEP 6: REVIEW AND SUBMIT

Please review this page to ensure all forms have been completed. Check the acknowledgment box, fill in the Employee's E-signature field, and select Submit.

Once your online Wellness claims submission is ready to go, select Submit. A "Success!" screen will appear stating that a confirmation email has been sent to the email address you provided.

Congratulations, your Wellness claim has been successfully submitted to USAble Life!

USAble Life		Return to Usablelife.com Start Over
Review Your Submission		
DISCLAIMER DEMOGRAPHICS STATEMENT	AUTHORIZATION FRAUD NOTICE REVIEW & SUBMIT	
Please review your files before submission		
Online Forms		
Electronic Disclosure Statement	Complete	
Wellness Statement	Complete	🖋 Review & Edit
Authorization for Release of Medical Information	Complete	Review & Edit
Fraud Notice	Complete	₽ Review & Edit
By typing your full name in the signature, and you certify that		Return to Usablelife.com 🗩 Start Over nu al
Employee's E-signature *		
Go Back Submit B Success!		





