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## HOW TO REGISTER, LOG IN AND ACCESS WELLCONNECTED

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GUESTS



*An Independent Licensee of the Blue Cross and Blue Shield Association*

# HOW TO REGISTER AND LOG IN FOR GUESTS

## You are a guest if:

- You are an employee of a group that has purchased Blue Cross of Idaho health insurance, **BUT**
- You are not covered by group insurance through your employer.

Follow these steps to register as a guest on the Blue Cross website.

## Step #1

Once on the Internet, enter **bcidaho.com** in the address box and hit enter.



This should take you to the home page of the Blue Cross of Idaho website.

## Step #2

Select "Register Now!" in the left side of the screen.



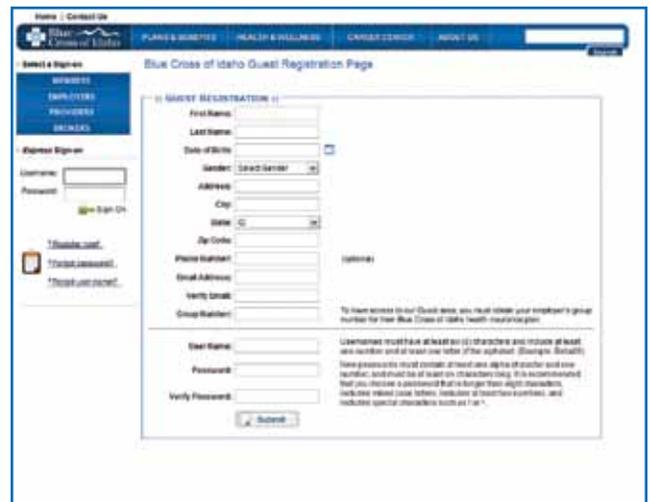
## Step #3

This will take you to a page that asks you to indicate what constituent group you want to register as; select "Guest."

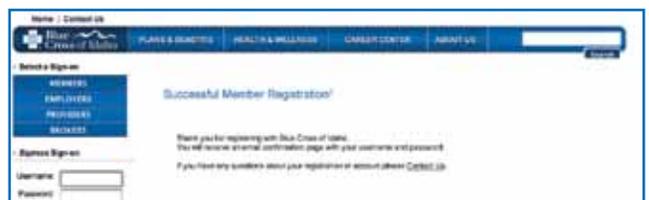


## Step #4

Following the instructions on the registration page, enter personal information, your employer's Blue Cross group number, your email address (twice), a username, and a password (twice).



If the registration is successful you will get the following page.



**IF you do not get this message, it could be that:**

- You're a member, in which case we will redirect you to the member registration page
- You're already registered

If you're already registered, you will have to contact our Customer Service department for assistance.

### Step #5

Upon successful registration, we send a confirmation email. Because of the sensitive nature of information contained in the email, we send it securely. In order to view the email, you must click on "View Message."

### Step #6

You can now go to our website ([bcidaho.com](http://bcidaho.com)), and enter the username and password in the "Express Sign-on" area in the upper left of the home page.



You are now logged in and will be directed to your Guest home page, which will welcome you by name.

### Step #7

Once on the Guest home page, you have access to a host of tools, from those that educate and help you make more informed decision about your health care to those that can help you make lifestyle changes to improve your health.

To access the wellness tools (powered by Health Media), select "Personal Health Assessment."



There is a short registration process you must complete, after which you can take a personal health assessment or enroll in a "digital" health coaching program.