# A Member's Guide To Registering on myCoreSource.com

# To register as a member on myCoreSource.com for the first time, you will need to follow these steps:

# 1.

### **Create an Account**

Go to **myCoreSource.com** and select the **Create My Account** button in the "I am a Participant" box. Each plan member will need to create their own account.



**Note:** If at any time, you forget your username or password, you can select the appropriate link under the login button on the home page, and then follow the prompts.

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a. Enter the required fields with information from your ID card.

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b. Click Next.

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	ACTIVATION	
a	Let's get started! To keep this simple, all of the fields below are required. Your Let Name Emplo Your 20MPhosal Code USAS Your Date of Brith Provinging	Province of the second



a. Click "I agree" to accept the consent to electronic signatures and communications and terms and conditions.

CONSENT	
Provide your consent. To continue, please agree to the terms belo	
CONSENT TO ELECTRONIC SIGNAT	RES AND COMMUNICATIONS AND TERMS AND CONDITIONS
Under certain laws, CoreSource, Inc. documents related to the services th providing this notice to you in order electronically any documents we ass copies of the same. You may otherw	and its vendors are required to obtain your authorization and consent to obtain your electronic signature on any. It consource or to its vendors provide Services' and to receive electronically locate of such documents. As a result, we are to obtain your agreement and content to conduct our business with you electronically, including your consent to sign electronic electronic electronic electronic electronic electronic electronic electronic electronic electronic electronic en constraint o electronic
Scope of Your Consent	
An "electronic signature" may be clid of a document. By indicating your co	ing a check box, orally stating "I Agree", or otherwise taking any other action that indicates your agreement to and receipt sent below, you are agreeing that any electronic signatures that you may provide are legally binding signatures with the provide and the sentence of the senten

# 4. Contact Information

Enter your contact information in the fields below. You must enter your email address and at least one phone number.

COMMUNICAT	ION sit one phone number.		
Enter your contact information. You must enter your email address and at loss Masile Plane Masil	ist one phone number.		
Email Address			
Makile Phone 555-552 Alternate Phone 555-552 Would you like to receive electronic of "Yes, please send me texts and automa includes accessed at accessed			
Alternate Phone 555-555-12 Would you like to receive electronic c Via please send me texts and automa Induite automated rolls arrouations			
Yes, please send me texts and automa include automated calls encouraging	nonmanications?		
communications electronically. You m Information screen and changing your services.	ted calls at the number I provide with informatic romational services. By electing email or text a ay download EDS to your hard rive. You have preference for communications. Message and o	n about my benefits, reminders for checkups and health screenings, and information about available is communication option and providing your email adoress or mobile information, you agree to re- ing right to request and dationan a paper EGR and er of drange. Your conners can be aithformed in it any to sea rates may apply. There is no requirement to agree to receive these messages as a condition of the connection of the search of	le services. I understand the texts and calls I receive may teive your explanation of benefits (ICOB) and/or other ime, free of charge, by returning to the Personal receiving benefits or purchasing any property, goods or
O No, I would not like to receive electron	ic communications at this time.		
-			

# 5. Verification

- a.Click "Start" next to the communication method you would like to verify and a code will be sent to the email address or mobile phone number you provided.
- b. Enter the verification code in the indicated field.
- c. Click "Next" to continue

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	VERIFICATION		
a	We will need to verify your information before continuing. Select DAE method below to verify A code will be sert to the enail address or m Intel Address Intel Address Int	oble ghare number you provides.	
	CORESOURCE / Trainaut Campety		
	VERIFICATION	<b>₿ <mark>8</mark> 0 \$</b>	
	We will need to verify your information before continu Select ONE method below to verify. A code will be sent to the email address	ing, or mobile phone number you provided.	
	Please enter the verification code that has been sent to your Mi	bile Phone in the field below.	
D.	Mobile Phone <u>855-555-1212</u> Bar Verification Code Verify		
	CORESOURCE J Downed Carpony RESEAL REALS SEATED		
	VERIFICATION		
	We will need to verify your information before continuing. Select ONE method below to verify. A code will be sent to the email address or m	oblie phone number you provided.	
c	Your code is correct Click the Next below to continue.  Inail Address Mobile Phone		

## 6. Personalization

a. Create your profile by choosing a user name and password. Answer three security questions and click "Next."

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PERSONA	LIZATION	I	⊢€	
Create your profile.				
User Name	-	User name must be longer than 3 characters.		
Password	At least 8 characters	D		
Re-enter Password	Confirm password			
Let's keep this secure - Remember your answers a	- answer these 3 security s you will use these question	r questions. Is in the future if you forget your passworr		
Select a security question		Enter your aroune		
Select a security question		Enter your answer		
Select a security question		Enter your answer		
-				

Once you're registered on this site, please be sure to bookmark it as a favorite, and return directly to myCoreSource.com for all future visits.





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