

To Access MYBENNY.com

www.bphealthmt.com

1. Go to www.bphealthmt.com
2. Click on the Login button in the top right hand corner.
Or
3. Click on the Plan Tab, then click on the Login button in the top right hand corner

If a New user for MYBENNY.COM

1. When cardholders first access mybenny.com, they will be presented with the following screen:

The screenshot shows the MyBenny™ login interface. At the top, it says "Welcome to Benny™ Central System Login". Below this is a navigation menu with "My Benny Login" selected. On the left, there are links for "Education Center", "IIAS Merchants", "90% Rule Merchants", and "Policies". The main content area is titled "Login" and contains a message: "First time using MyBenny? [Please Register](#)". Below this are two input fields: "Email Address:" and "Password:". A "Login" button is positioned below the password field. At the bottom of the login box, there are links for "Forgot password" and "Change username or password". The background of the page features a gold-colored image of a Benny card.

2. If this is the Cardholders very first time to mybenny.com, they will need to “Register”
3. If the Cardholder has already registered, they will enter in their “User Name and Password to access the site.
4. New “Unregistered” Cardholders will see the following screen to be completed.

The screenshot shows the MyBenny™ "Confirm User Account" page. It features the same navigation menu as the previous screen. The main content area is titled "Confirm User Account" and includes the instruction: "Please enter the following information if you would like to:". Below this are three bullet points: "Register a new user account", "Recreate a forgotten password", and "Change your username or password". There are three input fields: "Member ID:", "Card Number:", and "Zip Code:". A note next to the Card Number field says "Please do not include spaces". A "Continue" button is located at the bottom of the form.

5. New “Unregistered” Cardholders will input an email Address (this will be their User Name and must be in email format). The cardholder will then create their password and “Create Account”

Login Information

Enter your Email Address for the user name and create a personalized password that you won't forget.

Email Address:

Confirm Email Address:

NOTE *If you do not have an email address, please enter your desired identity in the following format: john.doe@myemail.com

Password:

Confirm Password:

* Must be between 8 and 15 characters and contain one number.



Member must click here to create account

Cardholder Home Page

Welcome, Logout

MyBenny™

Cardholder's Name: Evolution Benefits Inc **Cardholder's ID:**

Cardholder Profile

Client Name: Evolution Benefits Inc

Cardholder Address:

Cardholder Phone:

Cardholder Email:

[Update Profile](#)

Card Status

Active

To report your card as lost or stolen or to request a new card, please contact your administrator.

Tools

[Education Center](#)

[90% Rule Merchants](#)

Summary Sheet

Details are delayed due to processing...

Account	Election Amount	Settlements	Adjustments	Settled Balance	Auth. Not Settled	Available Balance
FSA2009	\$5,300.00	(\$3,736.93)	(\$1,360.00)	\$203.07	\$165.00	\$38.07

Recent Activity Details

NOTE: To view a specific activity click on the Activity Type (Type) for that activity.

Trans Date	Settle Date	Type	Amount	Account	Description	MCC	Substantiation
12/7/2009 4:30:31PM	12/8/2009 1:10:31PM	Settlement	(\$45.00)	FSA2009	COTTAGE GROVE CARDIOLOGY	8099	Pending
12/7/2009 2:54:51PM		Purchase Approved Not Settled	(\$165.00)	FSA2009	ROBERT J GANGE DDS MS PC WINDSOR US	8021	Pending
12/7/2009 2:53:31PM	12/7/2009 7:53:31PM	Decline	(\$165.00)	N/A	ROBERT J GANGE DDS MS PC WINDSOR US Invalid Card Verification Value Code (CVV)	8021	N/A
12/2/2009 10:11:21AM	12/3/2009 1:25:42PM	Settlement	(\$600.00)	FSA2009	SAINT FRANCIS HOSPITAL	8062	CoPay Match
11/20/2009 1:48:54PM	11/22/2009 1:03:45PM	Settlement	(\$30.00)	FSA2009	CVS PHARMACY #2022 003	5912	No Follow Up Required

[View All Activity](#)

After the cardholder has successfully logged into mybenny.com they will have the ability to:

- View All Transaction Activity for their account
- Print out their own Cardholder Statement, showing all transaction activity
- Update their email address via Cardholder Profile
- View IIAS Merchant list.

To view All Transaction History, cardholder will click on “View All Activity” link from left-hand navigation bar. Cardholder will see following screen:

Transaction Activity

Cardholder Activity > View Activity

Summary Sheet

* Account	* Election Amount	* Settlements	* Manual Claims	Paid Balance	Auth. not Settled	Available Balance
FSA2009	\$5,300.00	(\$3,736.93)	(\$1,360.00)	\$203.07	\$165.00	\$38.07

* Details may be delayed due to processing...

In this section you can view all activity associated with this cardholder. You can filter by the various activity types.

Activity Parameters

NOTE: These parameters only apply to recent transactions.

Filter by Activity Types

Filter by Substantiation

Filter by Account

Filter by Transaction Date Between

AND

Go

Activity Details

NOTE: To view a specific activity click on the Activity Type (Type) for that activity.

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Trans Date	Settle Date	Type	Amount	Account	Description	MCC	Substantiation
12/7/2009 4:30:31PM	12/8/2009 1:10:31PM	Settlement	(\$45.00)	FSA2009	COTTAGE GROVE CARDIOLOGY	8099	Pending
12/7/2009 2:54:51PM		Purchase Approved NotSettled	(\$165.00)	FSA2009	ROBERT J GANGE DDS MS PC WINDSOR US	8021	Pending
12/7/2009 2:53:31PM	12/7/2009 7:53:31PM	Decline	(\$165.00)	N/A	ROBERT J GANGE DDS MS PC WINDSOR US Invalid Card Verification Value Code (CVV)	8021	N/A
12/2/2009 10:11:21AM	12/3/2009 1:25:42PM	Settlement	(\$600.00)	FSA2009	SAINT FRANCIS HOSPITAL	8062	CoPay Match
11/20/2009 1:48:54PM	11/22/2009 1:03:45PM	Settlement	(\$30.00)	FSA2009	CVS PHARMACY #2022 Q03	5912	No Follow Up Required
11/17/2009 7:37:16PM	11/19/2009 1:29:45PM	Settlement	(\$26.49)	FSA2009	CVS PHARMACY #2022 Q03	5912	No Follow Up Required
11/15/2009 7:28:07PM	11/17/2009 1:09:52PM	Settlement	(\$15.57)	FSA2009	CVS PHARMACY #2022 Q03	5912	No Follow Up Required

Cardholder has ability to “View All Transactions” The screen view is the same view as the Administrator can see on BennyCentral.

Cardholders have ability to see account balance declines (with reasons) and substantiation information.

Pending = Trnx is pending substantiation

Documentation Required = Indicates to cardholder that a Follow Up letter will be or has been generated.

Cardholders can click on the link in “Settlement” column to view more detail

- Clicking on Documentation required will show Cardholder if letter has been generated.

Transaction Activity Detail

Cardholder can click on the link in the “Type” column to view more detail about the transaction. This is particularly useful when viewing Declined transaction and those that are marked as “Documentation Required”.

Sample Transaction Activity Detail screen for a “Documentation Required” Transaction:

Cardholder's Name: Evolution Benefits Inc **Cardholder's ID:** [Redacted]

Cardholder Activity > Detailed Activity Info

Client Name: Evolution Benefits Inc **SUBSTANTIATION STATUS:** Eligible

Cardholder ID: [Redacted]

Cardholder Name: [Redacted]

Authorization Code: 126074

Log ID: 9126074

Reference Number: 24789169219514580200027

Merchant Name: DAVID I BLOOM JR DDS

Merchant Number ID: 534812028008060

MCC: 8021

MCC Description: Dentists, Orthodontists

Accounts Affected

Account	Amount
FSA2009	(\$42.00)

[Activity Dispute Form](#)

Substantiation Info

[-] Cardholder Follow Up

Follow Up Requests	Follow Up Date	
First Request	8/13/2009 7:52:00 AM	Regen Letter
Second Request	9/17/2009 4:00:00 PM	Regen Letter

Cardholder can see when Doc Request generated by TPA and can re-generate their own letter

[Return to Summary](#)

Transaction Disputes

Cardholders have the ability to complete a transaction dispute form from within mybenny.com. Cardholders would access the transaction detail for the transaction in question and click on the following “Activity Dispute Form” link. This will open up a printable form for the cardholder to complete and mail or fax into Evolution Benefits Transaction Dispute Services

Cardholder's Name: Evolution Benefits Inc **Cardholder's ID:** [Redacted]

Cardholder Activity > Detailed Activity Info

Client Name: Evolution Benefits Inc **SUBSTANTIATION STATUS:** Eligible

Cardholder ID: [Redacted]

Cardholder Name: [Redacted]

Authorization Code: 126074

Log ID: 9126074

Reference Number: 24789169219514580200027

Merchant Name: DAVID I BLOOM JR DDS

Merchant Number ID: 534812028008060

MCC: 8021

MCC Description: Dentists, Orthodontists

Accounts Affected

Account	Amount
FSA2009	(\$42.00)

[Activity Dispute Form](#)

Cardholder can click on Dispute form in order to complete a Txn Dispute for a txn that cardholder believes to be fraudulent

Substantiation Info

[-] Cardholder Follow Up

Follow Up Requests	Follow Up Date	
First Request	8/13/2009 7:52:00 AM	Regen Letter
Second Request	9/17/2009 4:00:00 PM	Regen Letter

[Return to Summary](#)

Transaction Dispute Form

Cardholder should complete ALL fields on the Transaction Dispute Form. Once complete, the cardholder will sign the form and fax/mail the form to Evolution Benefits – Transaction Dispute Services

Cardholder Information

First Name: JACK
Last Name: SMITH
Phone: (123)123-1234
Email:

Address

Address Line 1 122 BROOK STREET
Address Line 2
City SAN ANTONIO
State/Province TX - Texas **Zip/Postal Code** 12345
Country USA - United States

Activity Information

Card Number:
Amount: 9.08
Transaction Date: 8/13/2005
Post Date: 8/15/2005
Reference Number: 24445005226212381939041
Transaction Description: CVS PHARMACY #1166 Q03

Reason For Dispute

My card was stolen

Generate Dispute Form

Cardholder Statement Report

Cardholders have the ability to print out a copy of all their transaction activity using "Cardholder Statement". The statement is an HTML document.

Report Name: Cardholder Statement

As of: 12/8/2009 11:02:40 AM

Cardholder Statement

Employer:

[REDACTED]

Cardholder:

[REDACTED]

Phone:

Email:

Activity Summary:

* Details may be delayed due to processing...

Account	Election Amount	Settlements	Adjustments	Settled Balance	Auth. Not Settled	Available Balance
FSA2009	\$5,300.00	(\$3,736.93)	(\$1,360.00)	\$203.07	\$165.00	\$38.07

Activity Details:

Account	Trans Date	Settle Date	Activity Type	Amount	Merchant	Substantiation
FSA 2009	12/7/2009	12/8/2009	Purchase Approved Settled	(\$45.00)	COTTAGE GROVE CARDIOLOGY	Pending
FSA 2009	12/2/2009	12/3/2009	Purchase Approved Settled	(\$600.00)	SAINT FRANCIS HOSPITAL	CoPay Match
FSA 2009	11/20/2009	11/22/2009	Purchase Approved Settled	(\$30.00)	CVS PHARMACY #2022 Q03	No Follow Up Required
FSA 2009	11/18/2009	11/19/2009	Purchase Approved Settled	(\$26.49)	CVS PHARMACY #2022 Q03	No Follow Up Required
FSA 2009	11/16/2009	11/17/2009	Purchase Approved Settled	(\$15.57)	CVS PHARMACY #2022 Q03	No Follow Up Required
FSA 2009	11/10/2009	11/12/2009	Purchase Approved Settled	(\$165.00)	ROBERT J GANGE DDS MS PC	Recurring Expense Match

Cardholder Spending by Service Report

As of: 12/8/2009 11:05:47 AM

Cardholder Spending by Service

Reporting Period: 1/1/2009 thru 12/8/2009

Prepared For: [REDACTED]

Account:	FSA2009	
	Service Type	Amount
	Dental	\$ 1,292.00
	Medical	\$ 1,186.50
	Pharmacy	\$ 1,168.43
	Vision	\$ 90.00
	Total for FSA2009	\$ 3,736.93

Additional Features/Options

From home page users have ability to:

1. Review SIGIS IIAS approved Merchants
2. Review SIGIS IIAS approved 90% Merchants
3. Review Education Center and FAQ's