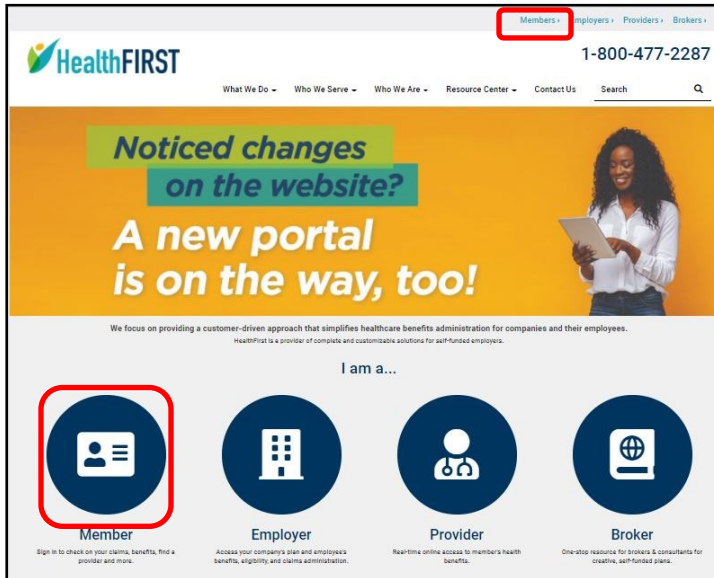


Follow these steps to create your account on the HealthFirst Member Portal.

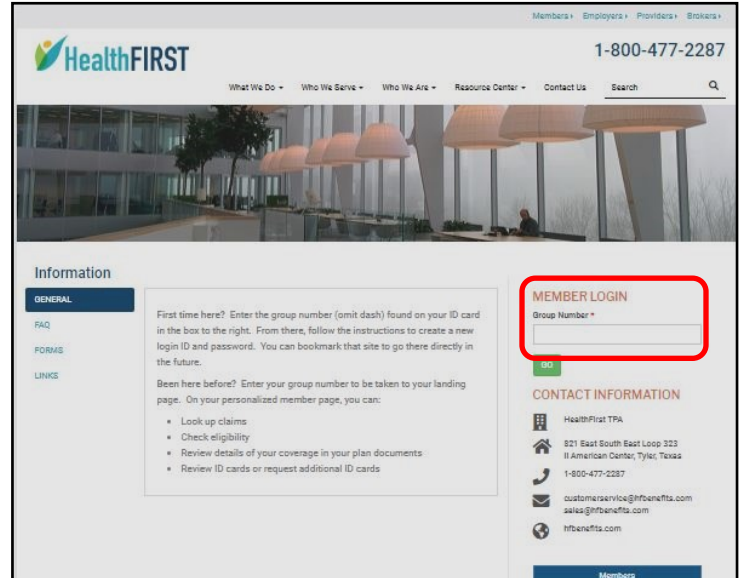
In your browser, go to hfbenefits.com

Important Notes: You will need to have an email address to access confirmation of your registration for the new portal.

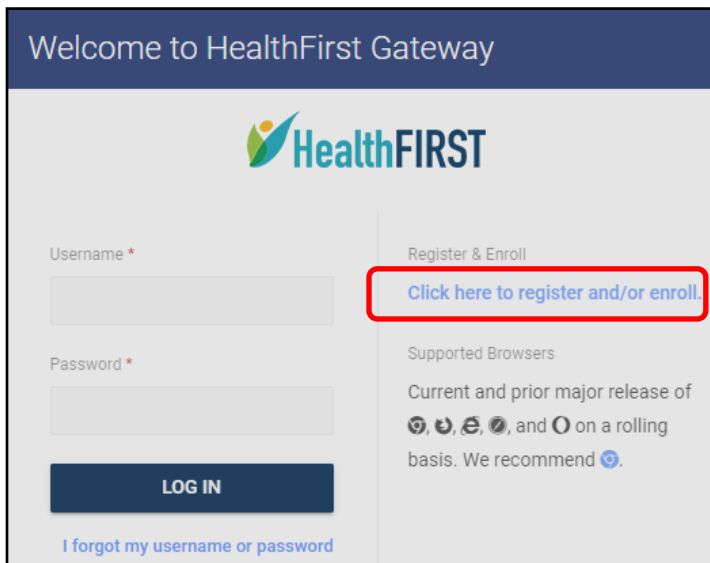
1. Select **Members** in either of the indicated areas.



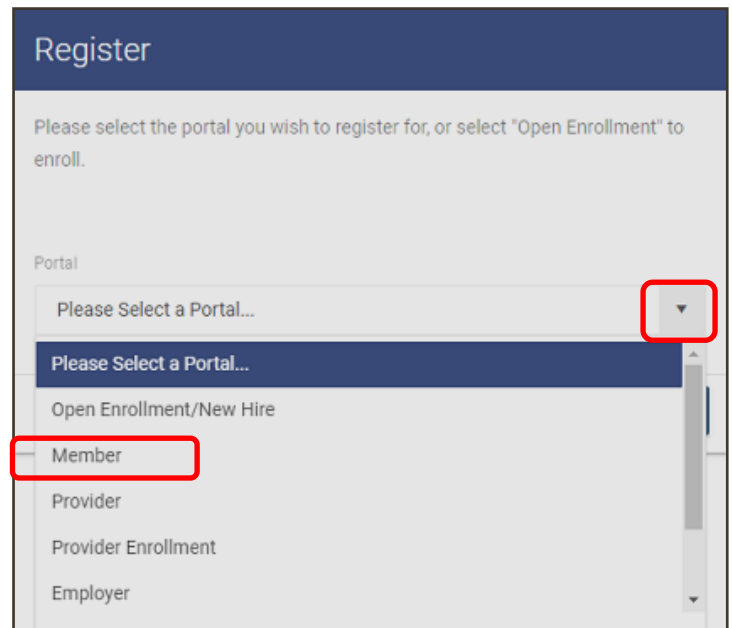
2. Enter your **Group Number - 00ARAM**



3. Select **Click here to register and/or enroll**.

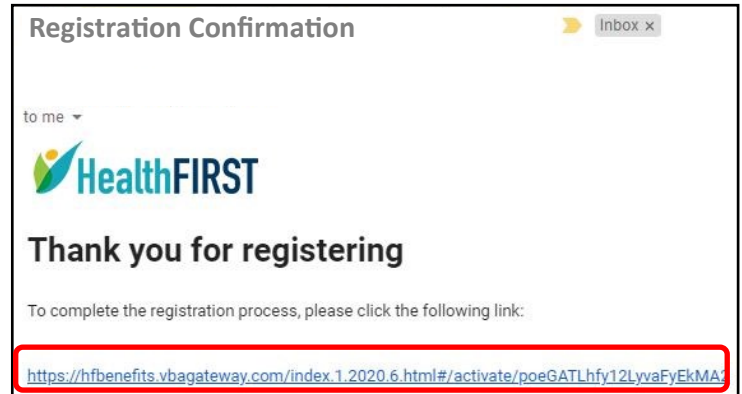


4. From the dropdown, select **Member**.

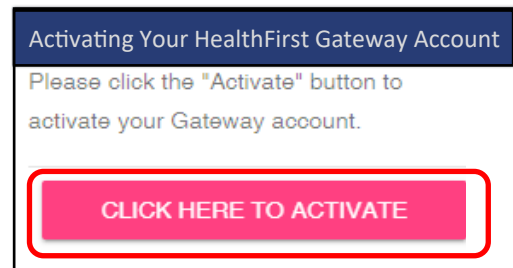


5. Complete each field and select **SUBMIT**.
Enter in the SSN provided to you in an email from communications@hfbenefits.com or contact Customer Service at 800.477.2287 for a designated SSN.

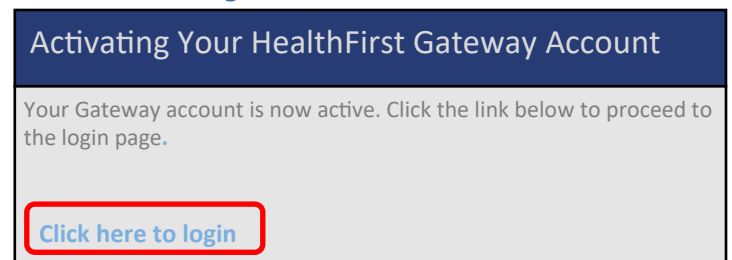
6. Check your email for registration confirmation. The email will sent from vbagateway@vbagateway.com. It will contain a link for you to click on. Check your spam folder if it doesn't appear in your Inbox.



7. Select **CLICK HERE TO ACTIVATE**.



8. The next page will show your account is active. Select **Click here to login**.



9. The main login page will appear again. Enter your username & password from Step 5. Select **LOG IN**.

Email communications@hfbenefits.com for portal help or questions.

All images in this document are representations of the online portal screens; images can vary.