



E-SERVICES for you

Access your personal benefits information online 24/7

- › Go to *www.inalco.com*
- › In the left-hand menu, click on *CyberClient* (Access for our Clients)
- › Type in your access code and password and click on *Enter*
- › Once on the CyberClient homepage, under *My Contracts*, click on *Group Insurance*
You will automatically be directed to your Group Insurance file

A partner you can trust.

www.inalco.com



Access your personal Group Insurance file online 24/7 and take advantage of the following features

Valuable information about your benefits

- › View a summary of your personal file
- › Access your benefit summary
- › View your benefit statement and your booklet
- › Print your benefit card
- › Know the date you will be eligible for reimbursement of your next dental exam or vision care expenses (if covered by your plan)

Useful tips about Health and Wellness



- › Obtain a wealth of information on health and wellness
- › Find self-assessment questionnaires to learn more about your health

Easy claims and faster payments

- › Submit your claims online (if offered as part of your plan)
- › Access personalized and fillable claim forms
- › Be notified when your claims are processed with e-notification
- › Receive payments automatically in your bank account with direct deposit

Simple tracking of your claims

- › View your last claims and verify their status
- › Obtain a list of all submitted and paid claims for your tax files
- › Monitor the benefit amount you have used and the remaining amount available and the date that your benefits return to the full amount

Enjoy the convenience of direct deposit and e-notification

1. Click on *Direct Deposit and E-notification* in the left-hand menu
2. Select *Yes* for direct deposit and e-notification
3. Enter your banking information and email address
4. Click on *Validate*
5. Check the confirmation section and click on *OK*

And you're done!