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# Customer Online

24/7 online access to the membership information you need



# Customer Online

### **Access and registration**

If you have not already registered for Customer Online then go to www.axapppinternational.com/customeronline.

You will need your policy and customer numbers to complete the registration.

Please note, the main policyholder must be the first person to register for Customer Online.

# Four simple steps to completing the registration process:

- Enter your policy details
- Enter your personal details
- Create login details
- Confirmation

### Your policy details

You will be asked to enter your policy number and your customer number here. Both can be found on your membership card or statement.

### Your personal details

You will be required to register your personal details, which we will check against the information we hold on our system.

If you have any other members on your policy, an additional security question will be asked.

### **Create login details**

You will then be asked to create login details – your username will be your email address. You will not have to create a password at this point. When registration is completed, we will email a temporary password to your email address.

### Confirmation

Once all information is entered a confirmation message will display. A temporary password will be sent to your registered address, which will also include a direct link to the Customer Online login page. When you first login you will be prompted to update your temporary password to a more memorable one of your choice.

Please note, to protect your personal information this temporary password will expire after 48 hours.

Once registration is complete you will be able to log in to Customer Online.



### **Policy overview**

When you have logged in, the 'Policy overview' page will display your policy number and your level of cover. By clicking on 'Manage policy' you can access your full membership information, update your personal details (currently not available to our Corporate policyholders), send us a query, check your treatment is covered and submit claims.

You will find the following sections:

- Your policy
- Your claims
- Your services
- Your messages





### **Membership details**

This section of Customer Online gives you quick access to:

### **Policy summary**

This page displays a brief overview of your policy and premium details.

### **Policy documents**

This page allows you to view:

- Your most recent membership statement
- Previous membership statements
- Membership handbook.

You can also do a quick provider search and request a new membership card from this page.

Your card will be sent to the postal address we have for you on our system. To view this go to the 'Personal details' section.

### **Benefits and limitations**

Here you can view your benefits as well as the general exclusions and limitations that apply to your plan.



### **Personal details**

You can view the personal details we have for you on this page.

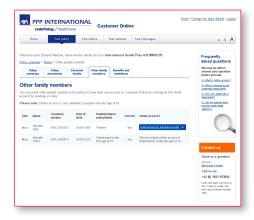
Individual members can also make changes to their personal details using this section.

### Other family members

If you have any other family members on your policy, you can view their details by going to the 'Other family members' section. Please note, this page will not appear if you do not have any other members on your policy.

You can invite other people covered on your policy to have their own access to Customer Online by clicking on 'Grant access by sending an invite'.

Please note, online access is only available to members over the age of 16.





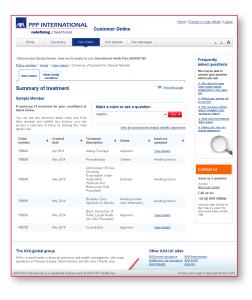
### **Claims information**

You can use this section to view claims information and benefit statements.

### Your claims

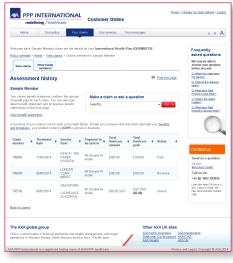
Under the 'Your claims' section you can check the status of your claims, view your assessment history and your past and current benefit statements. As well as having access to our contact options under the heading of 'Make a Claim or ask a question'

Please note, for confidentiality reasons you can only view your personal claims details and details for your dependants who are under 16 years old.



## Assessment history and your benefit statements

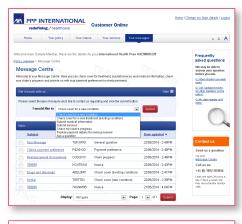
You can view a summary of your claims and also access your benefit statements through this page.

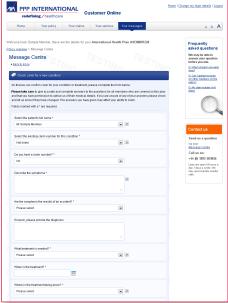


### Your messages

Your 'Message Centre' lets you:

- Check cover for treatment
- Submit invoices or medical information
- Check your claims progress
- Provide payment details for reimbursement.





# Your services

### **Additional services**

For your convenience we have also included links to the additional services we provide:

### **Health information**

We have a wealth of health related information which we want to share with you – from fact sheets to new recipes – all to help you live a healthier life.



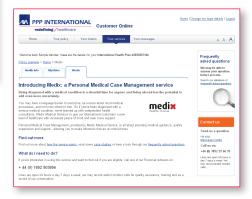
### **MyGlobe**

This invaluable online service gives you access to our global network of over 10,000 medical services providers, as well as vital health and security updates for more than 180 countries and 900 cities globally.



### **Personal Case Management**

Personal Medical Case Management is a unique service available to AXA PPP International members. This service is offered to those who have been diagnosed with a serious medical condition and could benefit from case management and support provided by a team of leading independent consultants. This team could help with overall assessment of medical records, propose an alternative treatment plan where appropriate, liaise with treating doctors and even support the rest of the family in these difficult times.



# Contact us

Wherever you are, we'll help connect you to the right medical expertise.

www.axapppinternational.com



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