



GroupHealth

“HealthPays HSA” Online Application Instructions

- 1) Once you have been redirected to Group Health’s website, enter your zip code and click on the “*get quotes button*”
- 2) Enter gender, birth date, tobacco usage, and student status, then *click “get quotes”*
- 3) *Click “apply”* on the plan chosen previously on the Health Insurance Connection Website.
- 4) Enter your email address and select a password to create an account.
Click “Save and Continue”
- 5) Enter your name, address, billing information, and eligibility.
Click “Save and Continue”
- 6) Enter the requested information if you have current coverage or had coverage within the last 2 months. *Click “Save and Continue”*
- 7) If you are exempt from the Standard Health Questionnaire, mark “Yes” and provide your reason. (Note: 90% of individuals are NOT exempt. Only check “Yes” if you are absolutely sure you are.) *Click “Save and Continue”*
- 8) Enter how you heard about Group Health.
Click “Save and Continue”
- 9) Review your plan selection, premium, and the optional dental rider.
Click “Save and Continue”
- 10) Social security numbers are only required if you are enrolling in the dental rider.
Click “Save and Continue”
- 11) Enter any additional information if necessary.
Click “Save and Continue”
- 12) Review your plan selection and effective date.
Click “Continue”
- 13) *Click “Continue”* to fill out the Standard Health Questionnaire.
We recommend you **do not** choose to have it mailed to you.
This will severely delay your application.

- 14)** To be eligible for the coverage you must click “No” to all of the following questions.
Enter all required information (height and weight).
Click “Save and Continue”
- 15)** Answer the bold questions at the top of the page (sections A-N). If “No” scroll to the bottom and *click “Save and Continue”*
- 16)** Follow prompting. *Click “Save and Continue”*
- 17)** *Click “Submit SHQ”*
- 18)** Enter required information and *click “I Agree”*

Congratulations, your application has been submitted.
You will receive an e-mail from Group Health within 3 days informing you of your Approval or Denial.