

BENEFIT MANAGER TOOLKIT[®]

Streamline your benefits management process using Benefit Manager Toolkit!

- ➔ Get **real-time** benefit and eligibility information, without a phone call
- ➔ Take control of your group’s eligibility – view, enter, edit, and terminate member eligibility immediately...no wait time
- ➔ Download dentist directories in a printable format
- ➔ View your billing details
- ➔ Access flexible and convenient reports (if your group qualifies for reports)
- ➔ Create Benefit Manager Toolkit accounts for your company, maintain security levels for your users, and disable accounts when roles change or the person leaves your company

Select an Agency Administrator within your company using the form below. This administrator will be able to set up and maintain your Benefit Manager Toolkit accounts, enabling immediate access for your users.

Please complete the following information to name your agency’s Benefit Manager Toolkit administrator:

Agency Information		
CLIENT NAME	CLIENT NUMBER	SUBCLIENT NUMBERS
Administrator Information		
NAME	TITLE	
EMAIL	PHONE NUMBER	
Authorized Signature		
<i>Note: This form must be signed by someone with proper authority within your organization to delegate access to the accounts corresponding to the agents below.</i>		
AUTHORIZED SIGNATURE	TITLE	
PRINT NAME	DATE	

Please list the agents that should have access to the Benefit Manager Toolkit as validated and authorized by the signee above. If all agents, please indicate with "ALL." Agents not assigned to a BMT Administrator will not have Benefit Manager Toolkit access.

Delta Dental of Nebraska will send your administrator an email with registration information and further instructions.

Please send completed form to:

Email:

DeltaDentalConnect@DeltaDentalNE.org

If you have any questions, please contact Delta Dental Connect at (866) 280-8367

www.deltadentalne.org

<p>Internal</p> <p><input type="checkbox"/> Authorized _____</p>
