

Benefit Manager Toolkit (BMT)

Immediate, Secure Changes to Your Member Information and More!

Benefit Manager Toolkit (BMT) is your secure gateway to manage your group with Delta Dental. With BMT, you see the results of your actions immediately. Member information is updated instantly, even while the patient is still at the dental office. The toolkit is easy to use, and there is extensive online help within the application.

Benefit Manager Toolkit allows you to:

Manage Enrollment

- Enroll new members, update information on existing members or cancel members – all in real time
- View summary of enrollment changes in your session
- Print subscriber ID cards

View Detailed Billing Information

- View your current billing reports
- Download excel files of your subscriber listing for ease of reconciliation
- View historical bills up to 12 months
- View claim detail reports for our self-insured customers

View Detailed Benefit Information

- View detailed benefit information in an overview screen
- Indicators when benefits vary by category with clickable drill down abilities
- Ability to search code specific benefits
- View waiting periods by category if applicable

Manage Access: Designated Client Administrators have

- Ability to manage your company's users
- Add and delete toolkit access as needed in real time
- Designate delegates to mirror client administrator's access

View Custom Client Reports

- Client and brokers can work with account managers to determine the experience reports that best meet their needs. Once reports are determined, they can be viewed within BMT.
- Available for our individually rated customers

We're pleased to be your dental plan of choice and hope this guide is a useful tool in making your plan administration as effortless as possible. Our online tools make it easier to enroll, maintain member information, manage billing and more! **Save time – go online!**

Visit DeltaDentalNE.org/Employers for online resources specifically for group administrators. There, you can access commonly used forms, employer FAQs and helpful oral health and dental insurance information to share with your employees. This webpage is also where you can log in to our secure Benefit Manager Toolkit.

