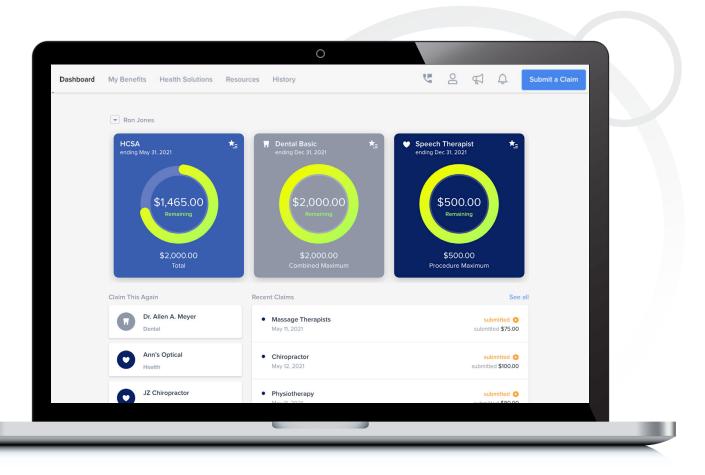
How to submit a claim

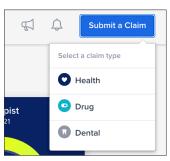
Submitting a claim online takes just a few minutes.



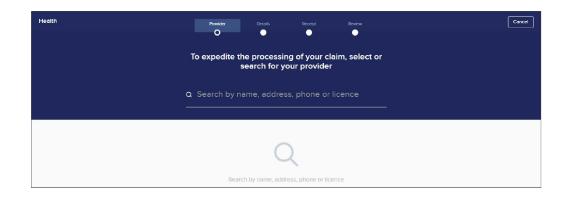
1. Click **Submit a Claim** at the top right corner of the screen.



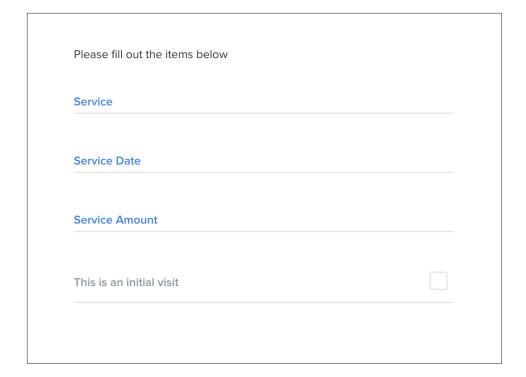
2. Select the claim type and the name of the patient.



3. Add the service provider. Search by name, address, phone number, or license.



- 4. In the **Service** field, enter the type of service provider. As you start typing, the field will auto populate with options. The remaining coverage balance for the service type will display.
- 5. Enter the service date and amount and click **Next**.



6. To add the image of the service receipt, select the receipt image, click Next and then Submit. If you uploaded the wrong image, or you want to delete it, click Edit on the bottom left of the screen.



Plan information and coverage details are available through the menu bar.



Questions? Contact us!

Phone: 1-800-263-3564

Email: questions@millworkersuniforbenefits.org