



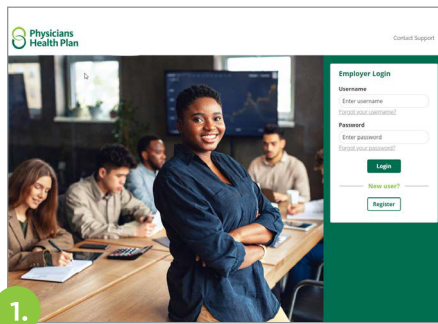
Welcome to Your Employer Portal



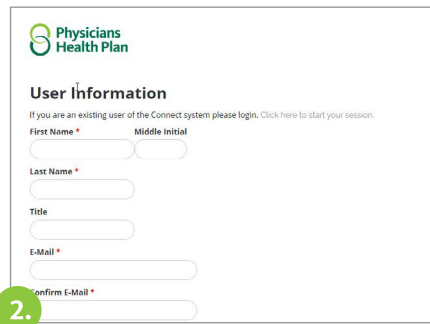
Physicians Health Plan (PHP) is excited to announce the launch of the new MyPHP Employer Portal.

You will need to register for a new account, even if you previously had a MyPHP portal account. Your current login credentials will not work for the new portal, new credentials must be created.

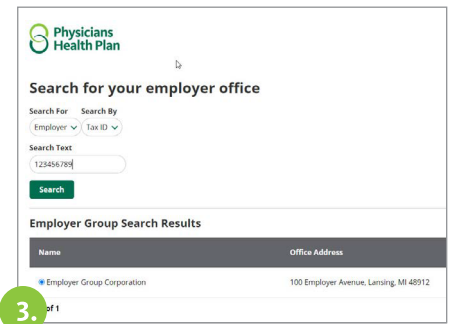
To register:



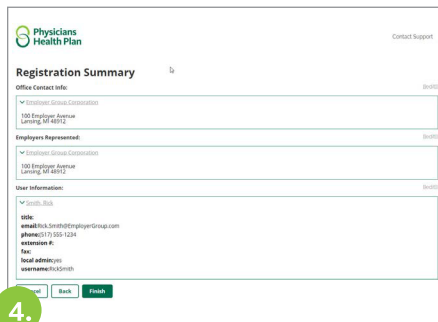
1. Visit PHPMichigan.com/MyPHP and select **MyPHP Employer Portal** then select **Register** on the right hand side.



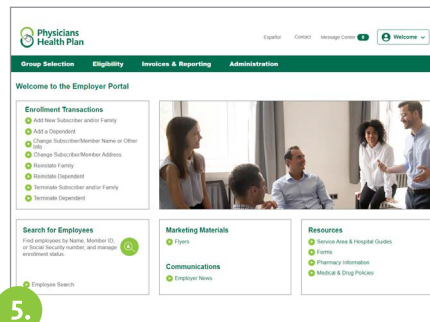
2. Input all required information, including name, email, office phone, password, security questions and answers. You will be identified as a local administrator. Then, click **Next**. (Don't worry! Once your registration is complete and confirmed by PHP, you will be able to give others administrative access.)



3. Search for your office by tax ID, and make sure you choose the correct office from the list, then click **Next**.



4. Confirm your registration information, then select **Finish**. Make sure to note your user ID before selecting "Finish".



5. Congrats! You have now completed your registration for the employer portal. You will receive an email with your user name and password, but you will not be able to log in until your registration is confirmed by PHP, within 2 business days.

Once your registration is confirmed, you'll have access to the portal.

You can:

- Manage your employee membership
- View important communications
- Access enrollment forms
- View plan benefit information
- Access important PHP policies and information
- And more!