Excellus

On-line Enrollment Basics for
EMPLOYEES
Go to [www.excellusbcbs.com](http://www.excellusbcbs.com).

Click on “For Members”.
You will select your web account.

Ie: Policy Holder, Spouse, Dependent……

Click GO
Complete all fields
Spouse, Child or Dependent Registration

Welcome! Please complete the following fields and click "Submit".

Subscriber’s Identification Number: 
Please enter your subscriber ID without the 5 letter prefix, spaces or dashes.

Date of Birth:  
Example: 01/21/1964

First Name: 

Last Name: 

You must agree to the following statements and policies to continue:

Representation
By accessing or registering with the member account system through this Web site, you are representing that you are the member or you are legally authorized to act on behalf of the member, and you agree not to impersonate or falsely claim to represent any other person. Any individual who provides false information, attempts to access or impersonate someone else, or otherwise defrauds Excellus BlueCross BlueShield.

Privacy Policy

Please read our Privacy Policy and click the button at the bottom of the page to continue.

At Excellus BlueCross BlueShield, we know how important your privacy is to you. Whether you are a current customer or just visiting our Web site, we are committed to protecting the personal information you provide just as we are committed to protecting your personal information when you provide it to us over the phone, in person or through the mail. Because we value your relationship with us, it is important that you understand our privacy policy for this Web site. We recognize and respect your desire for privacy when it comes to your personal information and health care affairs. We are committed to protecting online information according to applicable laws, regulations and accreditation standards and practices, and we continue to evaluate new administrative, technical and physical safeguards for protecting your information.

Purpose

The purpose of this policy is to inform you of our information gathering and dissemination practices for this Web site, as well as handling of various situations related to privacy and confidentiality, including those involving requests for health information about persons covered under our benefit plans.

Privacy Practice

1. Collection of Personally Identifiable Information
Excellus BlueCross BlueShield may collect the e-mail addresses of visitors that communicate with Excellus BlueCross BlueShield via e-mail information provided by the visitor in online forums, registration forms, surveys, e-mail messages,
Create your own user name and password.
Click on My Account
Select off the left side menu “View Electronic Documents” - allows you to view your EOB statements.