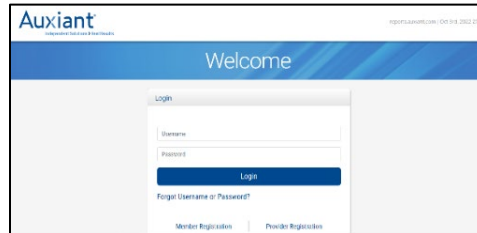
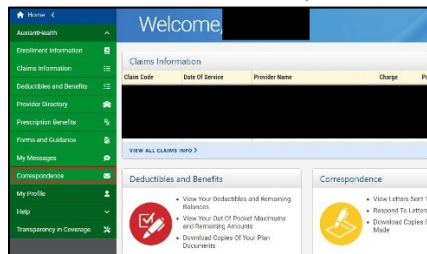


Responding to a COB Letter Online

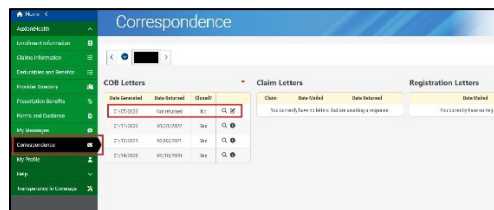
1. Log into your member account by going to <https://reports.auxiant.com/login>



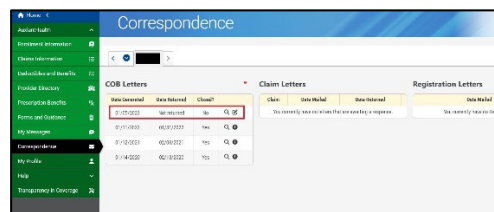
2. On the left side of the screen, click on **Auxiant Health**, and then **Correspondence** from the dropdown menu



3. Your information will default to show on the screen. To view information on dependents, use the down arrow next to your name and choose from the list of names



4. Locate the letter that is outstanding under **COB Letters**- it will list **No** under the column labeled **Closed?**



5. Click on the pencil icon to fill out the Coordination of Benefits letter and click **Submit**