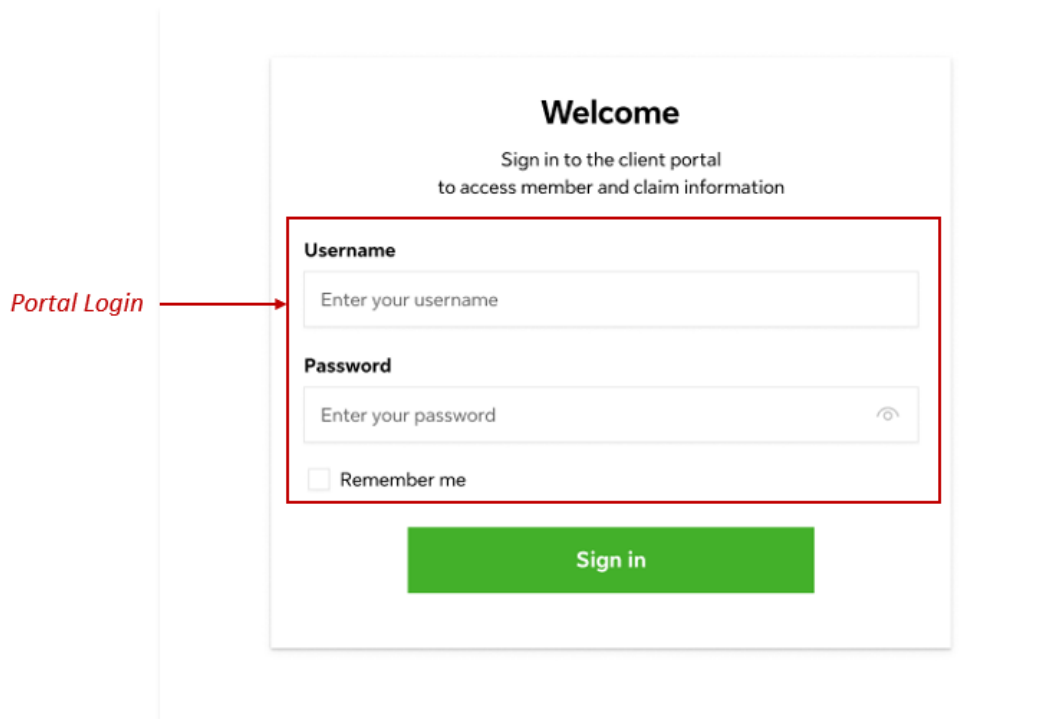
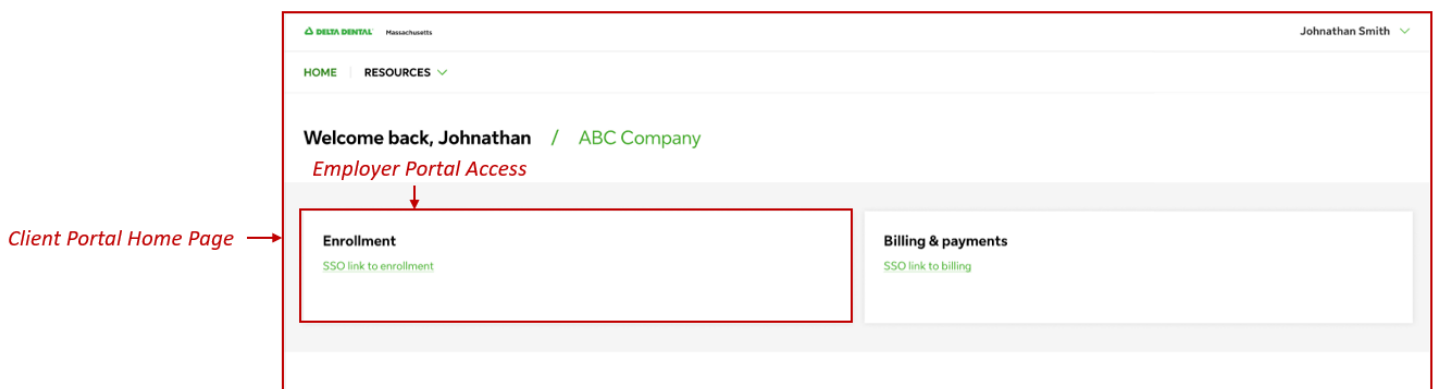
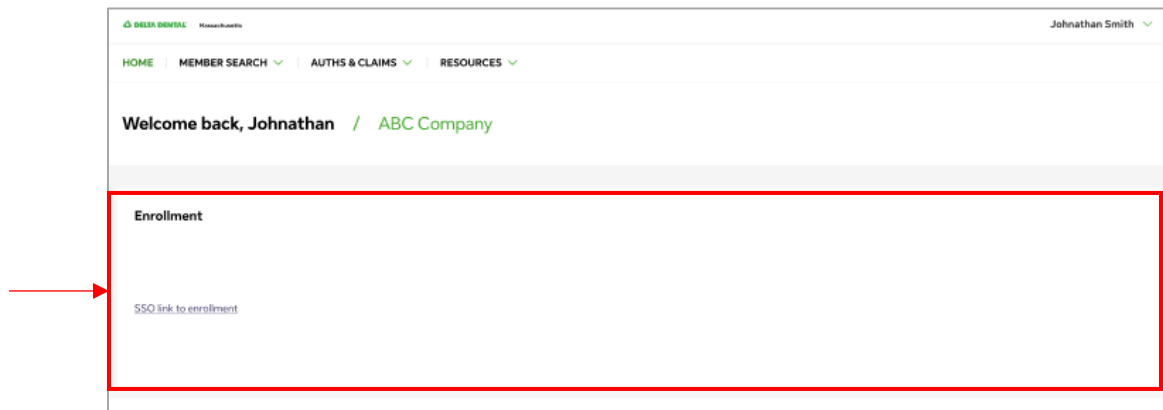


## Enrollment

Login – Users will log into the main client portal to access the navigation from the home page to the Enrollment portal.



Home Page – Once a user is logged into the client portal and on the home page, it will display the Enrollment portal link to redirect them to the Enrollment member search.



Enrollment Portal – Once the user is redirected to the enrollment portal, they will be able to search for a member. The Employees page allows a user to conduct a basic search by Member ID or SSN or an advanced search using additional fields (pictured below).

The screenshot displays the Delta Dental Employer Portal interface. At the top left is the Delta Dental logo. A green navigation bar contains links for "Employees", "Resources", and "My Groups", with "Employees" highlighted. To the right are "MESSAGES" and "LOGOUT" buttons. Below the navigation bar, the "Employees" page title is shown. A red box labeled "Main Page Links" points to the navigation bar. A red box labeled "Message Center" points to the "MESSAGES" button. The main content area contains instructions for searching members, including a note that at least one field (Group or Last Name) must be filled. A red box labeled "Search Options" points to the search form. The form includes a "Search by" dropdown set to "Member ID" and a radio button for "Advanced search". The form fields are: First Name, Last Name, Date of Birth, Status Code, Group (pre-filled with 0054369902), Location, Benefit Plan, Coverage Name, Hire Date, and Org Provider ID. At the bottom of the form are "Search", "View All", and "Reset" buttons. On the right side of the form are "Print Results" and "Download Results" options. Below the form is a table header with columns: Name, Member ID, Group, Date of Birth, Status, Relationship Code, Relationship Description, Effective Date, and Termination Date.

Eligibility quick links allow users to easily navigate to View/Print ID Card, Submit an ID Card request, make a subscriber or dependent change.

**DELTA DENTAL** MESSAGES LOGOUT

Employees Resources

## Eligibility

View/Print ID Card
ID Card Request
Subscriber Changes
Dependent Changes

*Express Requests (eXRs)*

[< Back](#) [Print View](#)

**Sam Jones**

View all family members

### Member Info

<b>Name:</b> Sam Jones	<b>Member ID:</b> 66666666600	<b>Address:</b> 4161 E 96th St Indianapolis IN, 46240	<b>Status:</b> Active
<b>Relationship Code:</b> 18	<b>Relationship:</b> Insured (Policyholder/Employee)	<b>Original Effective Date:</b>	<b>Group Name:</b> Circle City
<b>Group Number:</b> 300	<b>DOB:</b> 01/05/1962	<b>Plan:</b> GH	

### Coverages

Coverage Type	Plan Name	Coverage Dates
	VISION	01/01/2024 - Active
	DENTAL	01/01/2024 - Active
	MEDICAL	01/01/2024 - Active