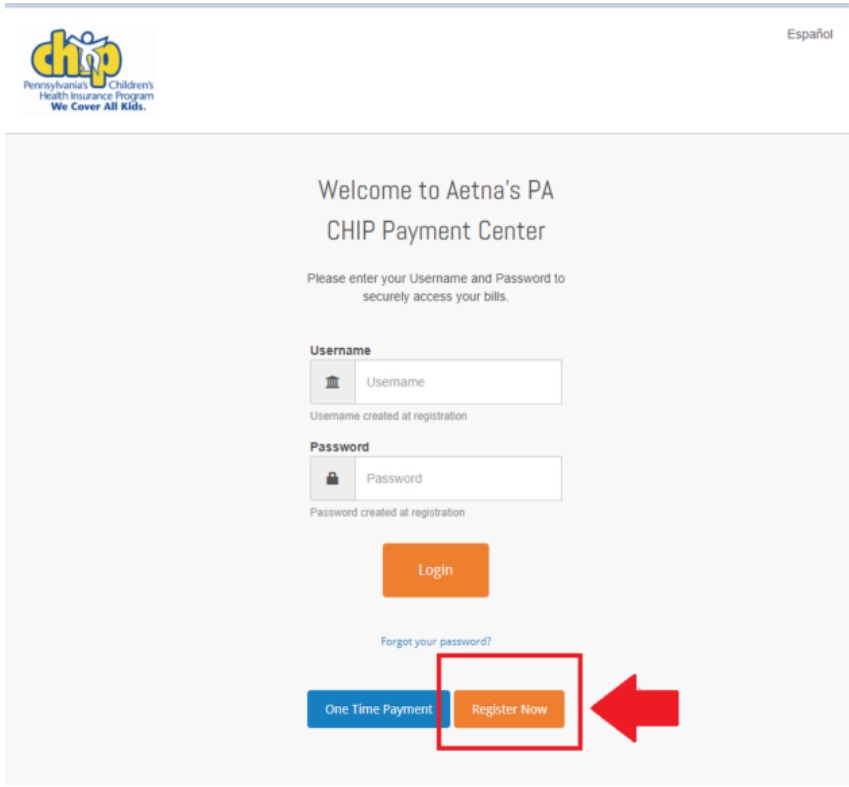




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## How to Register with Alias Wire.

Use the steps to register with Alias Wire

Step	Action
1	<p><b>Member registers for Alias Wire Account –</b> From the <a href="#">sign in screen</a>, click on “Register Now” button.</p> 
2	<p>On the “Accounts” screen, enter an ‘Account Nickname,’ ‘Member/Group ID’ (Member ID), and ‘Invoice Number’. Then click ‘Next’.</p>



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## New User Registration

This information can be found on the paper invoice mailed to the address we have on file for you, or can be provided by calling us at 1-800-822-2447.



### AETNA BETTER HEALTH® KIDS

Type	Member ID	Invoice	Invoice Date	Invoice Period	Due Date	Total Due
CH	90 [REDACTED]	0115 [REDACTED]	[REDACTED]	[REDACTED]	07/31/20	[REDACTED]

Invoice Summary (See reverse for invoice details)

- On the “Security Profile” screen, enter in all information including creating a username, password, and setting up security questions and answers. Once finished, click on “Register” at bottom of the page.



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## New User Registration

Accounts Security Profile Payment Methods



### Personal Information

First Name

John

Last Name

Doe

email

\*\*\*\*\*c@aetna.com

Phone

123-456-7890

### Account Information

Username

johndoe

New password ⓘ

\*\*\*\*\*

Confirm new password

\*\*\*\*\*

### Challenge Questions

Question 1

What was the color of your first car?

Answer 1

\*\*\*\*

Question 2

What was the name of your first pet?

Answer 2

\*\*\*\*

You may be asked to answer one or more of these questions to recover your login information or verify your identity.

Cancel

Previous

Register





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4

On the “Payment Methods” screen, enter a payment method and click ‘Submit’ (this will store your payment information and allow you to set up automated payments) **or** click ‘Skip to Login’ to skip saving a payment method.

The screenshot shows the 'New User Registration' page. At the top, there are three navigation tabs: 'Accounts', 'Security Profile', and 'Payment Methods'. A progress indicator shows three orange circles, with the third circle (under 'Payment Methods') being active. Below the tabs is a green banner that reads 'Registration Complete! Thank you for your registration.' Below this is a form titled 'Add Payment Method'. The form contains the following fields:

- Payment Method:** A dropdown menu with 'Credit/Debit Card' selected.
- Card Number:** A text input field with the placeholder '15 or 16 digit number'.
- Name on card:** A text input field.
- Expiration Month:** A text input field.
- Expiration Year:** A text input field.
- CVV Code:** A text input field.
- Street:** A text input field.
- City:** A text input field.
- State:** A dropdown menu with 'Alabama' selected.
- Zip:** A text input field.

At the bottom of the form are two buttons: 'Skip to Login' (white with orange border) and 'Submit' (orange).

OR



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## New User Registration

Accounts Security Profile Payment Methods

Registration Complete! Thank you for your registration.

Add Payment Method

Payment Method  
Bank Account

Bank Account Type  
Checking

Name on Account  
John Doe

Bank Routing Number  
221172610  
CITIBANK NA

Bank Account Number  
987654

Confirm Account Number  
987654

Skip to Login Submit

Once you hit "Submit," you will be directed to the screen below

Accounts Security Profile Payment Methods

Registration Complete!

Thank you for your registration. Click "Login Now" to access your account.

Login Now



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## 5 Enrolled Payer Reviews and Pays Bill

Log into the [payer site](#) using your username and password.

Upon logging in, you will be brought to the bill payment “Dashboard.” Select one or more bills to pay and click ‘Pay Now’.

The screenshot shows the 'Dashboard' for a user named John Doe. The dashboard includes a sidebar with navigation options: DASHBOARD, Pay Bills, Pay On Account, PAYMENT ACTIVITY, PROFILE, and LOGOUT. The main content area displays a list of bills to pay, with a red box highlighting the first bill (ID 200214141, \$2.28, due 08/14/2020) and a red arrow pointing to it. Below the list is a 'Pay Now' button, also highlighted with a red arrow. The dashboard also includes links for 'Support', 'Privacy Policy', and 'Terms and Conditions', as well as options for 'Scheduled Payments' and 'Pay On Account'.

6 On the “Account” screen, review the information and fill in the email address to which notifications should be received for this transaction. Click ‘Next’.



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### Account

Account    Payment    Confirmation    Receipt

Member / Group ID: 20021414

Member / Group ID  
20021414

Account Name  
JEFF HANSBERGER

Invoice Number  
20021414

Email Address  
u\*\*r@directbiller.com

Next

- 7** On the “Payment” screen, change the payment amount if necessary. Then choose the previously entered payment method or click “add a new payment method” to add a new one. Click ‘Next’ when ready.

### Payment

Account    Payment    Confirmation    Receipt

Total Amount of \$2.28

Bill Amount	Min. Payment Amount
\$2.28	\$0.00
Invoice Number	Due Date
20021414	08/14/2020

Payment Amount  
2.28

[Add a new payment method](#)

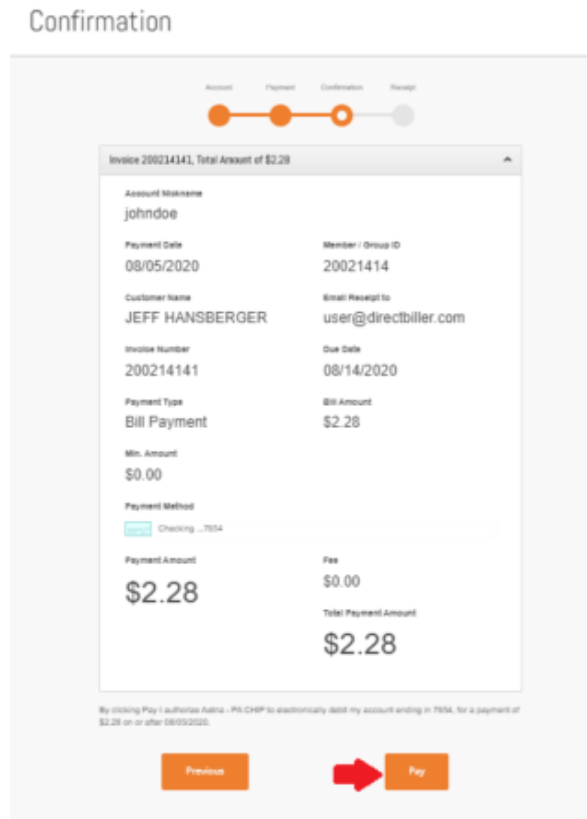
Checking ...7654

Previous    Next

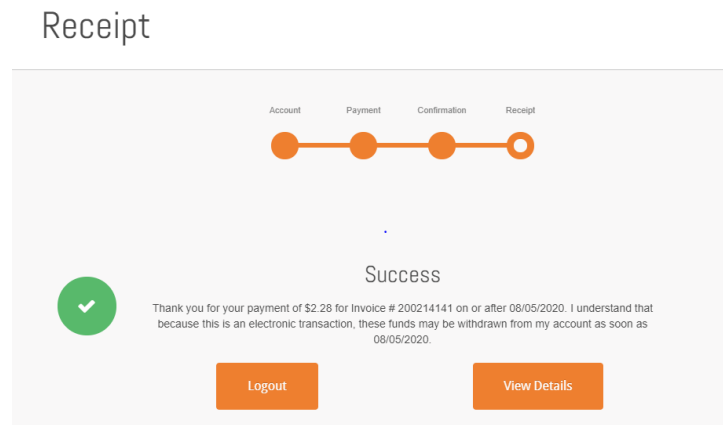


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- 8** On the “Confirmation” screen, review the information and click ‘Pay’ once satisfied.  
 \*\*\* Click ‘Previous’ if any information needs to be changed \*\*\*



- 9** If successful, user will be directed to the “Receipt” screen and a success page will appear with a message about the transaction. User can ‘Logout’ or ‘View Details’. User can print the receipt from the “view details” page.







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↓

### Receipt

Thank you for your payments

I authorize Aetna - FA-CHP to electronically debit my account ending in 1934, for \$2.28 on or the next business day after 08/05/2020. I understand that because this is an electronic transaction, these funds may be withdrawn from my account as soon as today. This authorization will remain in full force and effect until I log into the web site to cancel the transaction or I notify Aetna - FA-CHP at (215) 265-1284 before close of business on today's date to withdraw my authorization.

<b>Reference #</b>	
8202181036714	
<b>Account Nickname</b>	
johndoe	
<b>Payment Date</b>	<b>Member / Group ID</b>
08/05/2020	20021414
<b>Customer Name</b>	<b>Email Receipt to</b>
JEFF HANSBERGER	user@directbiller.com
<b>Invoice Number</b>	<b>Due Date</b>
200214141	08/14/2020
<b>Payment Type</b>	<b>Device Type</b>
Bill Payment	Web
<b>Bill Amount</b>	<b>Min. Amount</b>
\$2.28	\$0.00
<b>Fee</b>	<b>Routing Number</b>
\$0.00	****2610
<b>Bank</b>	
CITIBANK NA	
<b>Name on Account</b>	<b>Payment Method</b>
John Doe	Checking **7654
<b>Status</b>	<b>Payment Amount</b>
Pending	\$2.28
<b>Total Payment Amount</b>	
\$2.28	

Close
Print

\*\*\* Clicking on “Close” will bring user to Payment Activity Screen \*\*\*

**10** On the “Payment Activity” screen, payer can click on the line of the pending payment just made, and it will bring up the details on the payment. If payer wishes to cancel a scheduled payment, select “cancel” under the actions column.



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### Payment Activity

#### Scheduled Payments

Payment Date	Status	Reference #	Total Payment Amount	Actions
08/05/2020	Pending	B202181036714	\$2.28	<a href="#">Cancel</a>

#### Payment History

 > 

Payment Date	Status	Reference #	Total Payment Amount	Actions
--------------	--------	-------------	----------------------	---------



### Payment Activity

Thank you for your payments

I authorize Aetna - TN, CNAF to electronically debit my account ending in 8924, for \$2.28 on or the next business day after 08/05/2020. I understand that because this is an electronic transaction, these funds may be withdrawn from my account as soon as today. This authorization will remain in full force and effect until I log into the web site to cancel the transaction or I call Aetna - TN, CNAF at (773) 295-1284 before close of business on today's date to withdraw my authorization.

**Reference #**  
B202181036714

**Account Nickname**  
johndoe

**Payment Date**  
08/05/2020

**Member / Group ID**  
20021414

**Customer Name**  
JEFF HANSBERGER

**Email Receipt to**  
user@directbiller.com

**Invoice Number**  
200214141

**Due Date**  
08/14/2020

**Payment Type**  
Bill Payment

**Device Type**  
Web

**Bill Amount**  
\$2.28

**Min. Amount**  
\$0.00

**Fee**  
\$0.00

**Routing Number**  
\*\*\*\*2610

**Bank**  
CITIBANK NA

**Name on Account**  
John Doe

**Payment Method**  
Checking \*\*7654

**Status**  
Pending

**Payment Amount**  
\$2.28

**Total Payment Amount**  
\$2.28

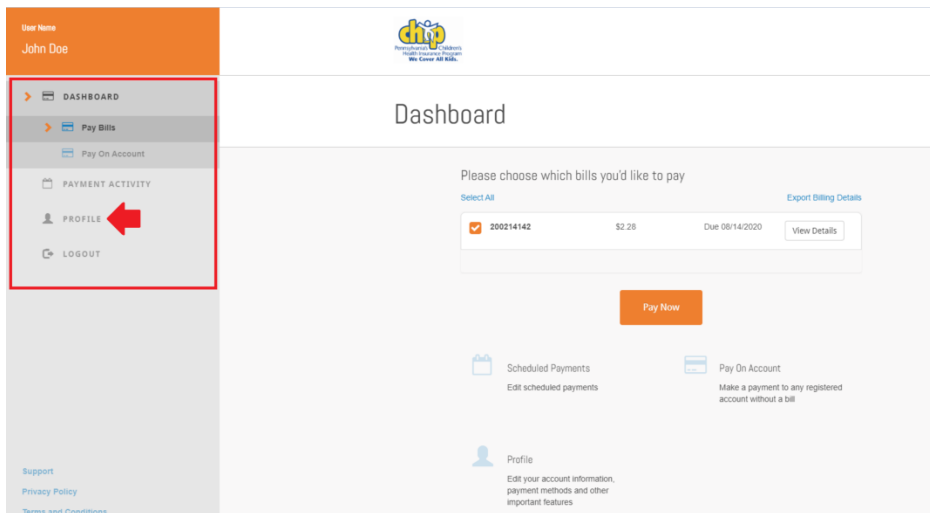
[Close](#) [Print](#)



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11

To edit your user preferences, click “Profile” under “Dashboard”



Next, under “Profile,” select:

**Security Profile** - Update your name, email, phone number, password, and challenge questions

**Payment Methods** - Add or edit your banking information/ credit card/ debit card

**Billing Accounts** - Edit your account nickname (username)

**Notification Settings** - Set up alerts for upcoming payments, when a manual payment has occurred, and when a manual payment has failed

**Message Center** - Keeps track of notifications sent to your email

**Delete Profile** - Will permanently delete your profile, this CANNOT be undone

