



eBilling

Secure • Reliable • Efficient Online Billing

Blue Cross and Blue Shield now offers eBilling*, where you'll have access to online invoice presentation, payment and reporting services. By streamlining billing and payment processes, eBilling makes managing your monthly payments more efficient and easier than ever.

Bill Presentation

- Log into eBilling to view your invoices securely online - 24 hours, seven days a week
- Receive invoice notifications via email
- Consolidate bills for all products - Medical, Dental, Vision, Life and Disability
- Review invoice details at the group and sub-group level
 - Invoice totals
 - Invoice summary
 - Employee roster (with SSN by request)
- Export invoices to Excel to sort data and customize view
- Review previous invoices and payment history
- Print payment confirmation/receipt

Bill Payment

- Create and manage payment accounts
- Pay invoices via one-time or monthly recurring electronic funds transfer (EFT)
- Cancel pending payments
- Pay at the group or sub-group level

Create and View Reports on Demand

- Current Invoices – lists all open invoices
- Payment Report – lists all payments
- Scheduled Payment Report – lists all scheduled payments
- Print reports as PDF or Excel
- Schedule reports to generate on a recurring basis

Advantages of eBilling

- View invoices and payment activity
- Receive email notification of invoice status (invoice ready, payment posted, payment returned, delinquent payment, etc.)
- Print invoices
- View payment tracker
- Create customized reports
- Eliminate paper invoices, checks, postage and historical filing needs

Next Steps

Ready to get started with eBilling? Log on to *AccessBlue* today! To learn how to create an account, see the *AccessBlue* flyer.



*Benefitfocus is an independent company providing electronic billing services to Blue Cross and Blue Shield of Louisiana and HMO Louisiana, Inc.