



Mednefits Pte Ltd
7 Temasek Boulevard #18-02 Suntec Tower One S(038987)
<http://mednefits.com> Phone: +65 6254 7889



Step-By-Step Guide for Health Partners



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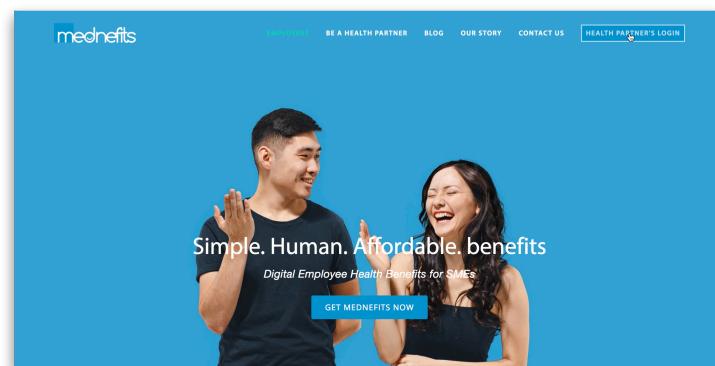
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Step 1: Login to Mednefits Health Partner platform

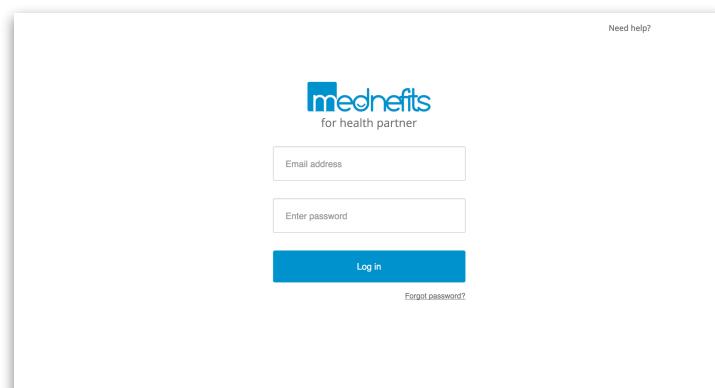
1. Key in www.mednefits.com on your web browser
(Recommended browser: Chrome).



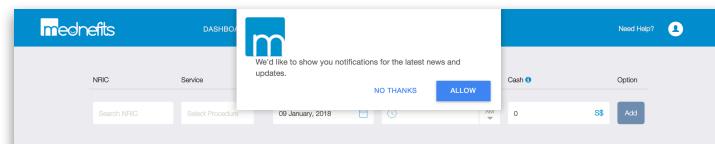
2. Click on Health Partner's Login at the top right hand corner.



3. Login using given Mednefits email and password.



4. Allow notifications from Mednefits to receive real-time notification of transactions.

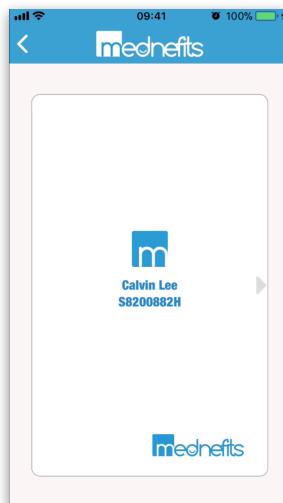




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Step 2: Verify Mednefits member

1. Check the member's E-Card on the Mednefits app and Identification Card (IC).



2. Key in NRIC of member (if he/she is Mednefits member, NRIC would appear).

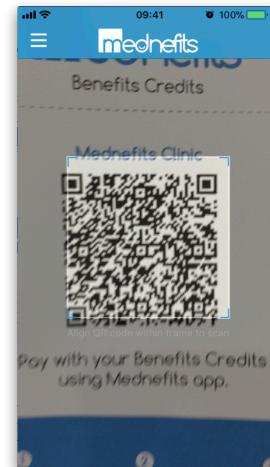
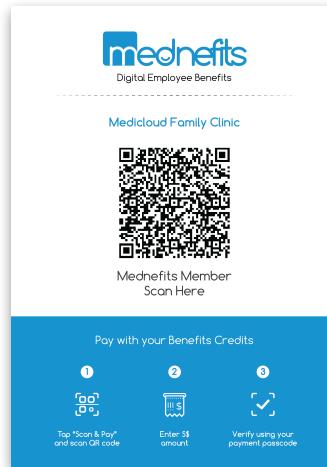
Date/Time Visit	Name	NRIC	Service	Mednefits Fee	Mednefits Credit	Cash	Option
09 January 2018, 12:09 pm	Calvin Lee	S8200882H	General Consultation	\$S13.91	\$S30.00	\$S0	<button>Refund</button>
09 January 2018, 12:07 pm	Calvin Lee	S8200882H	General Consultation	\$S13.91	\$S30.00	\$S0	<button>Refund</button>



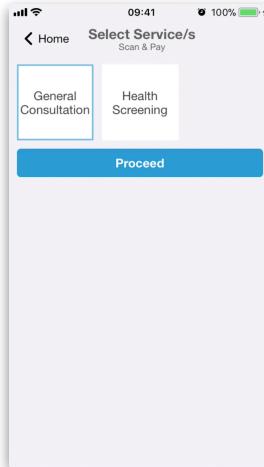
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Step 3: Payment after Visit

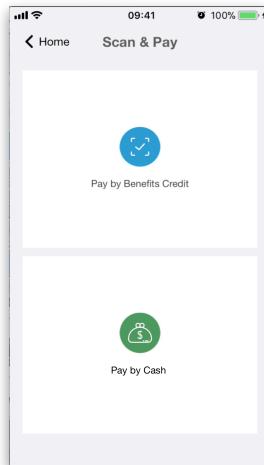
1. Using the “Scan & Pay” function on the Mednefits app, members will scan the personalised Mednefits QR code at the clinic



2. Members will select the services they have utilised during the visit



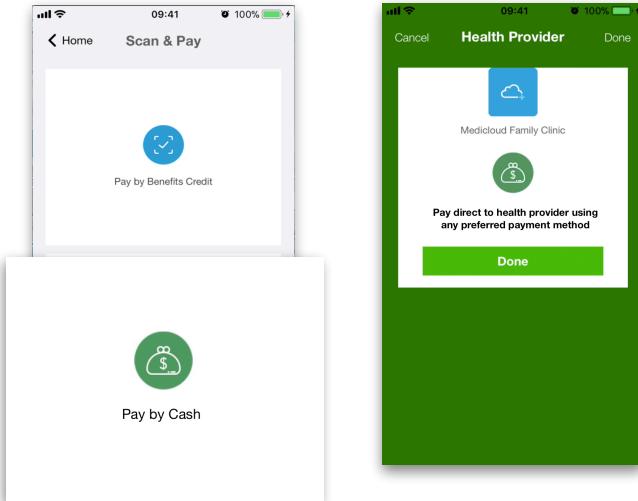
3. Members can pay by two options: (i) Pay by Cash or (ii) Pay by Mednefits Credit





Payment by Cash

1. Member needs to click “Pay by Cash” for transaction to be captured.



2. Refresh the page to show the latest claim transaction under “Transaction Preview”.
3. Key in medication and treatment amount (excluding consultation fee), then click “SUBMIT”. Once the transaction is successfully saved, it will appear on the Transaction List.

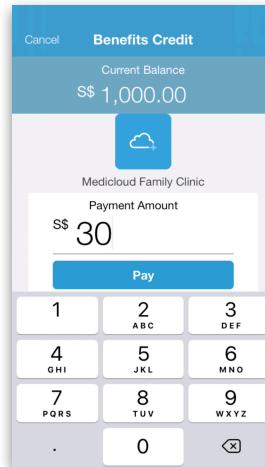
Date/Time of Visit	Name	NRIC	Service	Mednefits Fee	Mednefits Credit	Cash	Option
09 January 2018, 01:11 pm	Calvin Lee - Corporate User	S8200882H	General Consultation,	\$S13.91	\$S0	\$S30	<button>Submit</button> <button>Remove</button>

Date/Time Visit	Name	NRIC	Service	Mednefits Fee	Mednefits Credit	Cash	Option
09 January 2018, 12:41 pm	Calvin Lee	S8200882H	General Consultation	\$S13.91	\$S0	\$S30	<button>Remove</button>
09 January 2018, 12:37 pm	Ming Hui Tay	S9188762G	General Consultation	\$S13.91	\$S30.00	\$S0	<button>Remove</button>

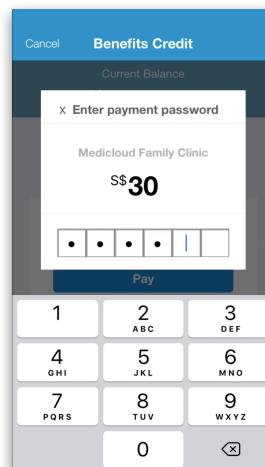


Payment by Mednefits Credit

1. Clinic staff should inform member the medication and treatment amount (excluding consultation fee) to key in.



2. Member will key in their given payment password to authenticate the payment during the visit.



3. Once the transaction is successful, refresh page to view successful claims transaction under the “Transaction List” and “Transaction History”.



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Step 4: View summary of successful transactions on Dashboard

The screenshot shows the Mednefits dashboard. At the top, there's a navigation bar with 'mednefits' logo, 'DASHBOARD', 'CLAIM', 'CALENDAR', and 'Need Help?'. Below the navigation is a date selector with 'This year' selected, followed by 'Last year' and 'Custom'. A timeline from JAN to DEC is shown with JAN highlighted. In the center, it displays '4 Transactions' and '\$\$ 125.64 Mednefits Wallet'. Below this is a table titled 'Transaction History' with columns: DATE, TRANSACTION ID, NAME, NRIC, SERVICE/S, MEDNEFITS FEE, MEDNEFITS CREDIT, and CASH. The table lists three transactions for January 9th, 2018, and one for January 10th, 2018.

DATE	TRANSACTION ID	NAME	NRIC	SERVICE/S	MEDNEFITS FEE	MEDNEFITS CREDIT	CASH
09 January 2018, 12:41 pm	MED000039	Calvin Lee	S8200882H	General Consultation	\$\\$ 13.91	\$\\$ 0	\$\\$ 30
09 January 2018, 12:37 pm	MED000038	Ming Hui Tay	S9188762G	General Consultation	\$\\$ 13.91	\$\\$ 50	\$\\$ 0
09 January 2018, 12:38 pm	MED000037	Olivia Koh	S9068776J	General Consultation	\$\\$ 13.91	\$\\$ 20	\$\\$ 0
09 January 2018, 12:35 pm	MED000036	Emma Low	S8899702G	Health Screening	\$\\$ 13.91	\$\\$ 0	\$\\$ 60

Step 5: Scroll to bottom of page to view Invoice

This screenshot shows the same 'Transaction History' table as above, but with a 'View Invoice' button at the bottom right of the table area.

This screenshot shows the 'View Invoice' page. On the left, there's a sidebar with icons for ACCOUNT, STAFF, SERVICES, PROFILE, and TRANSACTIONS. The main area has tabs for 'Payments', 'HISTORY', 'INVOICE', and 'STATEMENT OF ACCOUNT'. The 'INVOICE' tab is active, showing an invoice for Mednefits Wallet from Jan 2018 to Jan 31, 2018. The invoice details include the bill to 'Medcloud Private Limited' at '7 Temasek Boulevard #18-02 Suntec Tower One S(038987) Singapore', and the payment due on 'March 31, 2018' with an amount of '\$\\$ 125.64'. The invoice number is 'MNME0001'. Below this is a table with columns: Item, Mednefits Fee, Mednefits Credit, and Total Amount. It lists a single item: 'Health Screening Member Emma Low NRIC: S8899702G' with a total amount of '\$\\$ 13.91'.



Frequently Asked Questions (FAQs)

1. What is Mednefits Wallet?

What is due from Mednefits to the health partner.

Mednefits Wallet = Mednefits Fee + Mednefits Credit

2. What is Mednefits Fee?

GP consultation rate between Mednefits and health partner.

Without GST = S\$13.00,

With GST = S\$13.91

3. What is Mednefits Credit?

This is the amount Mednefits member paid using Mednefits app.

4. What is Cash payment?

This is the amount Mednefits member paid either in Cash/Nets/Credit Card.

5. What if member does not have Mednefits app?

If member does not have the Mednefits app, clinic staff should manually claim (under “Claim” tab). Key in these details:

- (i) NRIC
- (ii) type of service utilised,
- (iii) date and time of visit,
- (iv) medication and treatment amount (excluding consultation fee)



6. What if there is an error in the transaction?

If the payment is by Cash,

Under the transaction list, there is an option to REMOVE the transaction.

Transaction List:							
Date/Time Visit	Name	NRIC	Service	Mednefits Fee	Mednefits Credit	Cash	Option
09 January 2018, 12:41 pm	Calvin Lee	S8200882H	General Consultation	S\$13.91	S\$0	S\$30	<button>Remove</button>
09 January 2018, 12:37 pm	Ming Hui Tay	S9188762G	General Consultation	S\$13.91	S\$50.00	S\$0	<button>Refund</button>
09 January 2018, 12:36 pm	Olivia Koh	S9088776J	General Consultation	S\$13.91	S\$20.00	S\$0	<button>Refund</button>
09 January 2018, 12:35 pm	Emma Low	S8899702G	Health Screening	S\$13.91	S\$0	S\$60	<button>Remove</button>

If the payment is by Mednefits Credit,

Under the transaction list, there is an option to REFUND the transaction.

Transaction List:							
Date/Time Visit	Name	NRIC	Service	Mednefits Fee	Mednefits Credit	Cash	Option
09 January 2018, 12:41 pm	Calvin Lee	S8200882H	General Consultation	S\$13.91	S\$0	S\$30	<button>Remove</button>
09 January 2018, 12:37 pm	Ming Hui Tay	S9188762G	General Consultation	S\$13.91	S\$50.00	S\$0	<button>Refund</button>
09 January 2018, 12:36 pm	Olivia Koh	S9088776J	General Consultation	S\$13.91	S\$20.00	S\$0	<button>Refund</button>
09 January 2018, 12:35 pm	Emma Low	S8899702G	Health Screening	S\$13.91	S\$0	S\$60	<button>Remove</button>

Refunded amount will be auto-credited back to member's wallet.



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happiness@mednefits.com