



EmployerAccess Logon ID Policy and Usage Agreement

Logon ID Policy – In order to ensure data security, those individuals receiving Logon IDs and using the computer resources of Anthem Blue Cross (including those of its various affiliates) will adhere to the following methods of operation:

1. Logon ID passwords will not be revealed by the owner to other individuals.
2. No one will use any Logon ID and password other than the one issued to them.
3. Anthem Blue Cross computer resources will be used for Anthem Blue Cross business only.
4. Anthem Blue Cross computer users will not attempt to access production and/or secured data for which they have not been given prior approval.
5. Anthem Blue Cross computer users will not disclose, use, or appropriate confidential or proprietary information except as required in performing assigned job duties.
6. Anthem Blue Cross computer users will not seek to acquire confidential or proprietary information beyond that which is reasonably necessary to perform assigned jobs.
7. Confidential or proprietary information includes, but is not limited to, the following: medical information, personal information regarding members or providers, billing or payroll information, reimbursement formulas, computer systems or programs, processing techniques, trade secrets, and corporate strategies.
8. Anthem Blue Cross utilizes password protection for all applications accessible through EmployerAccess and requires password changes regularly.

Violation of this policy by non-Anthem Blue Cross personnel will result in termination of the person's Logon ID and reporting of the violation to appropriate Anthem Blue Cross management. Anthem Blue Cross reserves the right to pursue legal prosecution under applicable local, state and federal statutes. Such remedy shall not be exclusive, but shall be cumulative with all other remedies at law or in equity.

USAGE AGREEMENT – I will accept a Logon ID and password which will allow me to utilize the computer systems of Anthem Blue Cross. I have read and agree to the Anthem Blue Cross Logon ID Policy as stated above.

Please initial one of the following choices that best describes your relationship with the company:

I am _____ **an employee of the Group and responsible for the administration of the Group's employee benefit plan.**
_____ **the Group's Third Party Administrator / Broker** (if you are the Group's Third Party Administrator / Broker requesting for access to your client's Internet Eligibility website, a written request from an officer of the Group must be submitted together with the completed LogonID Policy and Usage Agreement form).

Name (please print)

User's Signature

Date of Signature

User's e-mail address is required (Please check one of the following: ☐ Personal Company's email / ☐ Company's General email)

User's Phone No.

Company Name: _____

Company Address: _____

City, State, Zip Code: _____

Case Name: _____

Case Number: _____

Internal Use Only:

Date Agreement Rec'd: _____ / Logon ID Assigned: _____