



## Employee Online Access Instructions MyOnlineBenefit.com

MyOnlineBenefit.com is a secure, online benefit administration tool designed by Companion Life Insurance Company to help employees access benefit information easily and more efficiently.

### Use MyOnlineBenefit.com to:

- View Benefits at a Glance
- View Certificate of Coverage
- View Claim Information
- Verify Dental Benefits
- View Dental ID Card (if enrolled)
- Search for Dental Providers

### Online Account Information:

Go to [MyOnlineBenefit.com](http://MyOnlineBenefit.com)

Companion Life

### Login

User ID required.

Username

Password required.

Password

Remember Me

[Having trouble signing in?](#) [Login](#)

**Note:** Password is case sensitive

**Username:** Employee's Username is their Companion Life Primary Identification Number. (12 character number beginning with S)

**Password:** Employee's initial password is the first 5 characters of their last name (first character is capitalized) followed by their 4 digit birth year and special character "!" (exclamation point). If their last name is less than 5 characters, add a '0' (zero) for any extra character to meet the minimum 5 character requirement.

For example, John West with birthdate 2/14/1990 would log in with the initial password of West01990!

Subscribers will be required to change their password when they login for the first time.

If you have any questions, please contact Companion Life service at 877-676-5789 or [companionservice@companionlife.net](mailto:companionservice@companionlife.net).