

# Integrated Health Plans Pte Ltd







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#### How does it work? 如何使用

Employee visits clinic under panel listing and present the following: 看诊登记时,员工必须出示以下证件

- IHP card or IHP E-card 医疗卡 <u>AND 和</u> - NRIC/ FIN card or Driving License 身份证/工作准证/ 驾驶证件

## Medical services are rendered 会员享有免付费医疗服务

Panel GP e-claim to IHP system 指定诊所将费用呈交系统

 IHP verifies and Reimbursements Credited via Bank

 Account

 IHP验证费用后将应付金额转入员工银行账户







# IHP APP (Login with Singpass) IHP 移动应用程序 (使用 Singpass 登录)





## IHP Mobile Application 会员体验–IHP 移动应用程序

## Mobile App Login with Singpass (IHP APP)

使用 Singpass 登录移动应用程序 (IHP 移动应用程序)



## **IHP Mobile Application** 会员体验-IHP 移动应用程序

## Mobile App Login with Singpass (IHP APP)

使用 Singpass 登录移动应用程序 (IHP 移动应用程序)

(例如:登录错误的应 用程序)

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Singpass 应用程序

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#### When is the target launch date? 目标发布日期是什么时候?

This new feature will be made available around Q4 2024 这项新功能将于 2024 年第 4 季度左右推出

#### Which mobile apps will have this new feature? 哪些移动应用程序将具有此新功能?

This new feature will be available on **IHP App, TM Mediplus App, GreatMed+ App Prudential e-Ben App**. 这项新功能将在 IHP App, TM Mediplus App, GreatMed+ App, Prudential e-Ben App 上提供。

#### What is Singpass? 什么是 Singpass?

Singpass (Singapore Personal Access) is a secure authentication system that allows Singapore residents to access various government e-services and perform online transactions securely.

Singpass (Singapore Personal Access) 是一个安全的身份验证系统,允许新加坡居民访问各种政府电子服务并安全地进行在线交易。

#### How can I register for Singpass? 如何注册 Singpass?

You can apply for Singpass online through the Singpass website (<u>www.singpass.gov.sg</u>). Singapore citizens and Permanent Residents (PRs) aged 15 and above are eligible to apply. Please visit <u>Singpass Support</u> and refer to the Instructional Guides for step-by-step instructions on how to register for a Singpass account. **您可以通**过 Singpass **网站** (www.singpass.gov.sg) 在线申请 Singpass。新加坡公民和 15 岁及以上的永久居民 (PR) 有资格申请。 请访问 Singpass 支持并参阅说明指南, 了解如何注册 Singpass 帐户的分步说明。

#### Why Singpass login? 为什么选择 Singpass 登录?

This feature simplifies the login process to our mobile app. Instead of using the credentials provided in your welcome email, you can now log in quickly and securely using Singpass.

此功能简化了我们移动应用程序的登录过程。您现在可以使用 Singpass 快速安全地登录,而不是使用欢迎电子邮件中提供的凭据。

#### What is the login mode via Singpass? 通过 Singpass 的登录模式是什么?

Members can log in via the Singpass app by tapping on the QR code. 会员可以通过 Singpass 应用程序点击二维码登录。

#### Is Singpass login available for dependents? 家属可以使用 Singpass 登录吗?

Singpass login is not available for dependents at this time. We will provide updates once the Dependent login feature enhancement is completed. 目前,受抚养人无法使用 Singpass 登录。一旦 Dependent login 功能增强完成,我们将提供更新。

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Will members currently logged in using IHP-provided credentials be logged out upon the new app version update? 当前使用 IHP 提供的凭据登录的成员是否会在新的应用程序版本 更新时注销?

There will be no forced logout upon updates. Members will remain logged in to the app. However, members need to have a User Account with IHP to use Singpass to log in. 更新时不会强制注销。会员将保持登录应用程序状态。但是,会员需要拥有 IHP 用户帐户才能使用 Singpass 登录。

#### What will happen to my existing account with IHP? 我在 IHP 的现有账户会怎样?

Logging in via Singpass will not delete or overwrite your existing User Account registered with the credentials provided in the welcome email. All data and records will still be available for viewing upon logging in via Singpass.

通过 Singpass 登录不会删除或覆盖您使用欢迎电子邮件中提供的凭据注册的现有用户帐户。通过 Singpass 登录后,所有数据和记录仍可供查看。

#### I have multiple active User Accounts with IHP. How can I access both accounts? 我有多个活跃的 IHP 用户帐户。如何访问这两个帐户?

Logging in via Singpass will link to your primary active account. To log in to your secondary active account, please use the login credentials provided in the welcome email. 通过 Singpass 登录将链接到您的主要活动帐户。要登录您的辅助活动帐户,请使用欢迎电子邮件中提供的登录凭据。

#### Is Singpass secure? Singpass 安全吗?

Yes, Singpass employs advanced security measures, including two-factor authentication (2FA), to protect your identity and data. It complies with Singapore's stringent data protection laws.

安全的, Singpass 采用先进的安全措施,包括双因素身份验证 (2FA) 来保护您的身份和数据。它符合新加坡严格的数据保护法。

#### Will any personal data be extracted from Singpass and stored at IHP? 是否会从 Singpass 中提取任何个人数据并存储在 IHP?

No Singpass credentials will be stored on our App. Your security and privacy are our top priorities. 我们的应用程序上不会存储任何 Singpass **凭据。您的安全和**隐私是我们的首要任务。

#### Can I use Singpass login outside of Singapore? 我可以在新加坡境外使用 Singpass 登录吗?

Yes, you can still use Singpass login outside of Singapore.

可以的,您仍然可以在新加坡以外的地方使用 Singpass 登录。

#### What if I encounter problems with my Singpass login? 如果我在 Singpass 登录时遇到问题怎么办?

Please visit <u>Singpass Contact Us</u> for further assistance. 请访 <u>Singpass Contact Us</u> 以获得进一步的帮助。



# IHP 移动应用程序指南

## **IHP Mobile Application Guide**





#### Member Experience – IHP Mobile APP 会员体验– IHP 移动应用程序



IOS and Android Compatible 兼容IOS和安卓系统 © 2017 Copyright by eqnsurance



## 医疗保健触手可及 Healthcare at your fingertips

- IHP Ecard IHP 电子卡
- Panel Provider Locator
   诊所分布地点
- Claims Submission 索赔提交
- Viewing of Claims History 查看索赔历史记录
- Viewing of Entitlement Table 查看权益表
- Language Selection 语言选择
- One Touch Connect to Hotline 热线一键连接
- Online Resources 在线资源



## 实时更新 Realtime updates

- Updates of Claims Status 索赔状态更新
- Updates of Teleconsultation 远程会诊更新
- General Updates 一般更新



Simply download the application and register with the following information: 只需下载应用程序并使用以下信息进行注册:

**User ID**: Last 4 characters of your NRIC/FIN/Passport Number followed by your Date of Birth (DDMMYYYY) **用户身份:** 您的身份证/FIN/护照号码的最后 4 位,并加上出生日期 (DDMMYYYY)

(Example: if your NRIC is S1234567A and your date of birth is 01011970, your User ID would be: 567A01011970) (例如: 如果您的身份证是 S1234567A 并且您的出生日期是 01011970, 您的用户 ID 为: 567A01011970)

#### Company ID: EQXXXX 公司编号: EQXXXX

**Password:** Key in the password (Date Of Birth in **DDMMYYYY** format) **密码:** 输入密码 (出生日期 – 日日月月年年年年) 的格式)

NOTE: Please use your IHP Portal password if you have previously signed in and changed password via IHP Portal.

注意:若您之前已通过 IHP 注册并更改了密码。请使用您的 IHP 密码。



IHP Hotline 热线: (65) 6715 9422 Email 电邮: <u>claims@ihp.com.sg</u>









Enter Mobile Number for OTP (One Time Password) purposes.

输入手机号码以用于首次验证.

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the password to your desired password. Tap on "NEXT". 当前密码:电子邮件中提供的密码. 将密码更改为您想要的密码. 点击"下一步".



An OTP (One Time Password) will be sent to your Mobile Phone via SMS.

验证码将通过短信发送到您的手机.





Face ID and Touch ID 面容 ID 和触摸 ID



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#### Login Convenience 登录便捷

- Allow set up of Touch ID or Face ID (depending on mobile phone model) to facilitate convenience for subsequent logins.
- $\triangleright$

允许设置触摸 ID或面容 ID(视手机型号而定),方便后续登录.

## IHP E-Card (Employee and Dependents) IHP 电子卡(员工及其家属)

Serves as a mode of identification. 用作一种识别方式.



## Clinic Locator 诊所定位

Turn on your GPS. Application will display the clinics within 5km radius 打开您的 GPS. 应用程序将显示5公里半径范围内的诊所.

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## Search Clinic 搜索诊所

Key in postal code or area or clinic name. 输入邮政编码/地区/诊所名称



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## Claims Submission via Mobile App 通过应用程序提交索赔



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Attachment			
Requirements:			

Enter Claim Details in <u>Sequence</u> 按顺序输入索赔详细信息

- ➢ Select Claimant Name 选择索赔人姓名
- ➢ Clinic Name 诊所名称
- ▶ Invoice/ Receipt No. 发票/收据号码
- ▶ Invoice/ Receipt Date 发票/收据日期
- ➢ Select Claim Type 选择索赔类型
- ➤ Claim Amount (SGD only) 索赔金额 (仅限新元)
- ➢ Diagnosis/ Claim Reason 诊断/ 索赔原因
- ➤ Attachment 附件

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## Attach and Submit Online 在线附加并提交

- Ensure all details are keyed in.
   确保输入所有详细信息.
- Attach and upload all the documents. (Note: There is a maximum of ten attachments to be submitted per claims.)
   Each attachment has a data transfer rate limit of less than or equal to 2 MB and that is, a maximum of 2 MB per attachment.)
   附上并上传所有文件.
   (注:每个索赔最多可提交十个附件.)
   每个附件的数据传输速率限制小于或等于 2 MB,即每个附件最多 2 MB。
- Click Submit upon completion.
   完成后点击提交.

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	© 2020 IHP. All Rights Reserved.	

## Attach and Submit Online 在线附加并提交

- A claim reference number will be assigned when the claim transaction is submitted successfully.
- ▶ 索赔交易成功提交后,将分配一个索赔单号.

## Viewing of Entitlement and Balances 查看权益和余额



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AGENERATING A&E-GRH (DIRECT BILLING) A&E DEPARTMENT OF GOVT- RESTRUCTUR ED A&E DEPARTMENT OF PRIVATE HOSPITALS IHP PANEL GP		200.00   0.00 0.00   0.00 0.00   0.00 0.00   0.00	1,300.00

#### Entitlement and Balances 权益和余额

- ➢ Able to view the entitled benefits. 查看享有的权益.
- Able to view the utilised amounts and balance of the applicable benefits.
   查看适用福利的已使用金额和余额.

## Online Resources 在线资源



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#### Documents 文件

- Able to view online resources such has handbooks, claim forms, etc that client would like employees to have access to.
- ▶ 查看客户希望员工访问的在线资源, 例如手册、索赔表等.



# IHP System/ Portal Guide IHP 系统/ 门户指南







If you have already logged on to IHP's web-based portal in the current benefit year, please enter your existing password.

For password reset, please give us a call at 6715 9422 or send an email to claims@ihp.com.sg.

User ID

#### User ID: Last 4 characters of NRIC + Full DOB

*E.g. 567A01011970* Password

#### Password: Date of Birth (DDMMYYYY)



Forgot Password?



Alternatively, you can use SingPass login function to login to your account.

(Note: Singpass Login is only for valid Employee access)



## Portal Guide 用户指南



## Portal Guide 用户指南

The password must be : • a minimum of 8 characte • contains at least 1 upper • special characters are no	ers rcase character, 1 lowercase character and a number value ot allowed	You may change your password here.	
Change Password		您可以在这里更改	
User ID	456728051994	》的番码。	We consent to Integrated Health Plans Pie Ltd (IHP) collecting, using and/or disclosing my/our personal data for the processing of my claim transactions and such other purposes where applicable. We also consent to IHP transferring my/our personal data to MERCK 9 to the purposes.
User Name	TESTITIT		□ I have and agreed to the above.
Old Password			
New Password			Tick the Box "I have read
Confirm New Password			and agreed to the above" to continue. 勾选"我已阅读并同意上 述内容"以继续
	Save Reset		
	Forgot Passwo	rd?	







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Claims Submission	SUBMIT CLAIMS				
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Flex Enrolment Change Password Log Out	CLAIM INFORMATION Receipt Reference No.* Receipt Reference No Claim Reason*	Service Provider / Clinic*	Incurred Amount *		<ol> <li>Input Claim Details and Submit 输入索赔详情 并提交</li> </ol>
Last Logged in: 14/10/2021 2:09:04 PM	Claim Reason Remarks Remarks			Search	<ul> <li>Invoice/ Receipt No.发票/收据号码 服务</li> <li>Service Provider/ Clinic 提供诊所名称</li> </ul>
		Submit	Reset Car	icel	<ul> <li>Claim Amount (In SGD) 索赔金额(新元)</li> <li>Diagnosis 诊断</li> </ul>

## Portal Guide - Claim Submission 用户指南 - 索赔提交

ihp	elcome to IHP eClaims,	GUIDEDEMO!					
Claims Submission	SUBMIT CLAIMS						
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© 2017 Copyright by	م بفق المعام ال معام المعام ال	ote: Please attach your claim receipts ir aim documents will need to be retaine :意:请附上您的素赔收据,包括相 f能会被要求出示这些文件以方便审核	ncluding relevant support d for at least 12 months a 关证明文件,例如医生行 亥.	ing documents such as as you may be requeste 备忘录、处方或付款ì	s Doctor memo, prescripti ed to produce the documo 正明. 索赔文件需要保留 	ions or proof of payment. ents to facilitate audits. 至少 12 个月,因为您 31	

## Portal Guide – Amend / Delete Claims 用户指南 – 修改/删除索赔



## Portal Guide – Amend / Delete Claims 用户指南 – 修改/删除索赔

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## Portal Guide – Amend / Delete Claims 用户指南 – 修改/删除索赔

ihp	Welcome to IHP eClaims, GUIDEDEMO!							
Claims Submission	CLAIMS ENTRY							
Claims Modification	CLAIMANT ID /NRIC		CLAIMANT NAME	Company Name				
Claims History	*****DEMO		GUIDEDEMO	JOSEPH DEMO				
Online Resources	CLAIM INFORMATION							
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Change Password	R00001995254	10/10/2021	HEALTH SCREENING	\$2,000.00				
Log Out	Receipt Reference No.*	Service Provider/Clinic*	Incurred Amount(SGD)*					
	ABC	POLYCLINIC	100					
Last Logged in:	DIAGNO SIS*			3 Amend information				
14/10/2021 1:59:36 PM	FEVER		Search	if required				
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	定义修议/ 删陈系赠/取得	文史						



#### Upload claim documents for Claim Ref No : R00001964140

	1.	-1	Choose File	No file chosen					
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1	lote:				击"提父".				
	Only attachments in png.jpeg and pdf formats are accepted.								
	The maximum size of each attachment is 2 MB.								
	<ul> <li>Please ensure that your attachments are clear, as blurred attachments will not be accepted.</li> </ul>								
	You may upload in multiples of 3 each time, up to a maximum of 10 attachments.								

#### FEVER



Claims Submission     Claims History Search       Claims Modification     Image: Claims History       Claims History     Image: Claims History       Claims History     Search By
Opling Resources Search By Incurred Date
Change Password     Claim Status     All       Change Password     From date     01/01/2021     dd/mm/yyyy       Log Out     To date     31/12/2021     dd/mm/yyyy
1. Select the claimant 选择索赔人 14/10/2021 1:59:36 PM 3. Click on button to generate report 点击按钮生成报告



	Download to excel or print 下载到 Excel 或打印						
Reference       Incurred D         Number       Incurred D         *****DEMO : GUIDEDEMO       R00001995254 10/10/2021         Previous       1         Previous       1	Date       Service Provider / Clinic       Claim Type Category       Benefit       Claim Reason       Admin Remarks       Incurred Amount (\$)       Payable Amount (\$)       Claim Status       Related Claims       Claim Doc         POLYCLINIC       HEALTH SCREENING       AP780.8:FEVER       100.00       -       Processing         Polyclinic       Fever       Fever       Fever       Fever						
	Claim Status						
Processing	The claim has been successfully submitted and pending for IHP's assessment.						
处理中	索赔已成功提交并等待 IHP 评估.						
Pending 待办中	The claim is pending for additional documents. An email trigger will be sent to you to request for additional documents. documents. 该索赔正在等待其他文件.我们将向您发送一封电子邮件,要求您提供其他文件.						
Approved	The claim is approved.						
已批准	索赔获得批准.						
Rejected	The claim is rejected. An email trigger explaining the reason will be sent to you.						
拒绝	索赔被驳回. 我们将向您发送一封电子邮件内附解释原因.						
Transferred	The claim is closed and transferred under another claim reference number.						
C 已结案并转移	索赔已结案并转移到另一个索赔参考号下.						

#### <u>Processing 处理中</u>

The claim has been successfully submitted and pending for IHP's assessment. 索赔已成功提交并等待 IHP 评估.

#### Approved 已批准

The claim is approved. 索赔获得批准.

#### <u>Rejected</u>拒绝

The claim is rejected. An email trigger explaining the reason will be sent to you. 索赔被驳回. 我们将向您发送一封电子邮件内附解释原因.

#### <u>Pending 待办中</u>

The claim is pending for additional documents. An email trigger will be sent to you to request for additional documents. 该索赔正在等待其他 文件. 我们将向您发送一封电子邮件,要求您提供其他文件.

#### Transferred 已结案并转移

The claim is closed and transferred under another claim reference number. 索赔已结案并转移到另一个索赔单号下.







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Employee Information :										
NRIC:   Name:   Date Of Birth :   Gender:   Email ID :   Benefit Scheme :   Bank & Branch Code :   Account No :   Employee ID :   Division :   Department :										
Benefit Balance Information :										
For the Period of	Current Policy Year		~							
Submit										
Benefit Type ENTITLEMENT	Coverage Employee Only	Start Date 01/01/2020	End Date 31/12/2020	Entitlement 300.00	Utilisation (Pending) 0.00	Utilisation (Paid) 0.00	Balance \$300.00			



## Scan to follow IHP 扫**描关注IH**P

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# Thank You

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