AON Benefit
SOLUTIONS

User Manual for Employee & Corporate Admin

User Manual for Employee

Web Portal & Mobile Application

Web portal

Employee Login Page - Basic Requirement for Web Portal

Before you start make sure below mentioned requirements should be fulfilled.

White Listing: Below mentioned URL's & IP Address should be white listed

URL's :
https://(systemgeneratedcorporatename).globalinsurance.co.in

Email ID's :
noreply@globalinsurance.co.in
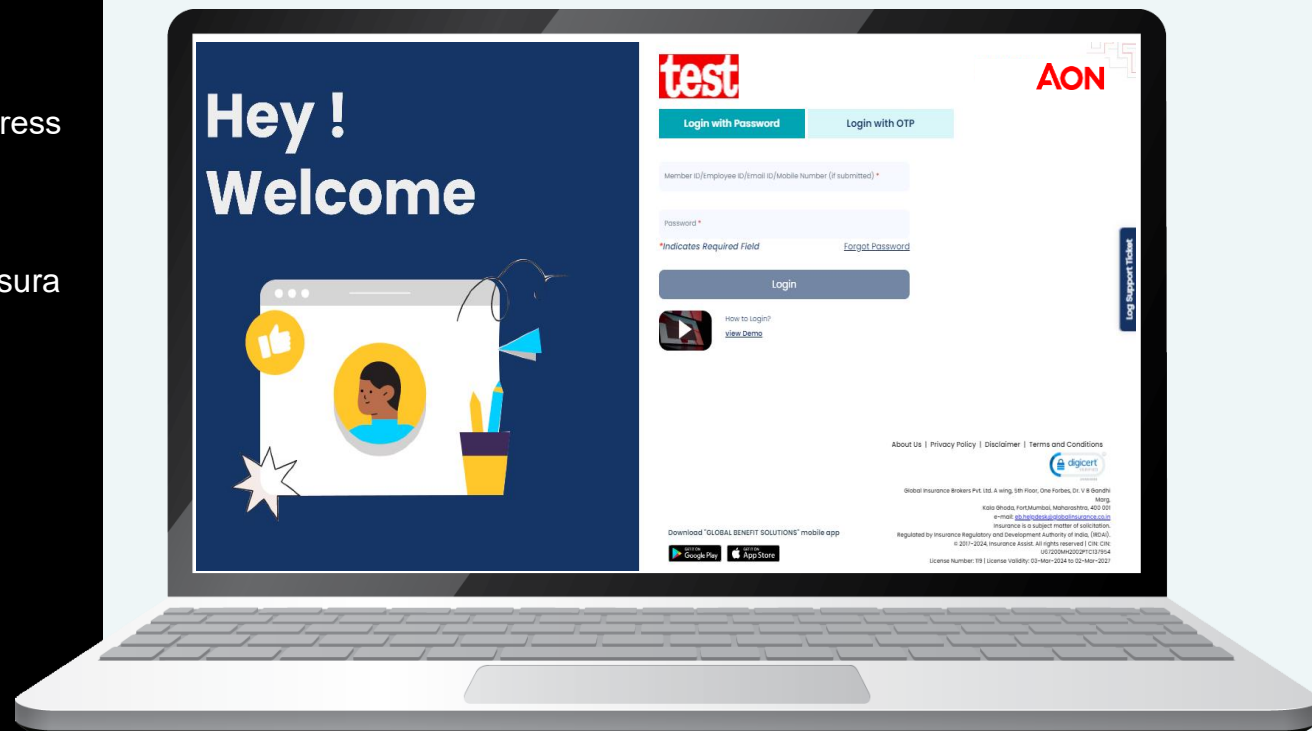Eb.helpdesk@globalinsurance.co.in

IP Address
URL IP: 180.179.20.30

Browser Compatibility
Internet Explorer: Version 10+
All versions of chrome and Firefox

Login Page

Use Employee ID/Corporate Email ID/Mobile Number (If Submitted) and Password which you have received in Welcome Mailer from noreply@globalinsurance.co.in

Click on Login button and clear the captcha test to enter the portal

You may also use Login with OTP option, which will send the OTP on your official email id and mobile no (if Submitted)

Regular user can reset password by selecting forgot password option

Test Global

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| Login with Password | Login with OTP |

Member ID/Employee ID/Email ID/Mobile Number (if submitted) *

Password *

*Indicates Required Field   Forgot Password

Login

How to Login?
view Demo

Log Support Ticket

About Us | Privacy Policy | Disclaimer | Terms and

digicert
SECURED

Aon Risk Insurance Brokers India Private Limited A wing, 5th Floor, One Forbes, Dr. V B Gandhi Marg,
Kala Ghoda, Fort,Mumbai, Maharashtra, 400 001
e-mail: eb.helpdesk@globalinsurance.co.in
Insurance is a subject matter of solicitation.
Regulated by Insurance Regulatory and Development Authority of India, (IRDAI).
CIN: U67200MH2002PTC137954

GET IT ON Google Play   GET IT ON App Store

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Change Password

Click here to change Login password

Dashboard >> Change Password

Change Password

Profile
Change Password
Logout

new password *

a required field

Confirm new password *

- ✓ Lowercase
- ✓ Uppercase
- ✓ Contains numbers
- ✓ Special character
- ✓ Minimum 8 characters
- ✓ Passwords Match

Clear   Submit

Back

Please check the password requirements and change your password

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Profile Page

Open This Flap to View Profile Option

You can verify and edit profile details here. please update maximum details here. Only Personal details can be edited. Employee cannot edit his/her employment details

Corporate Admin Dashboard - Demographic

Corporate Admin Dashboard - Claims
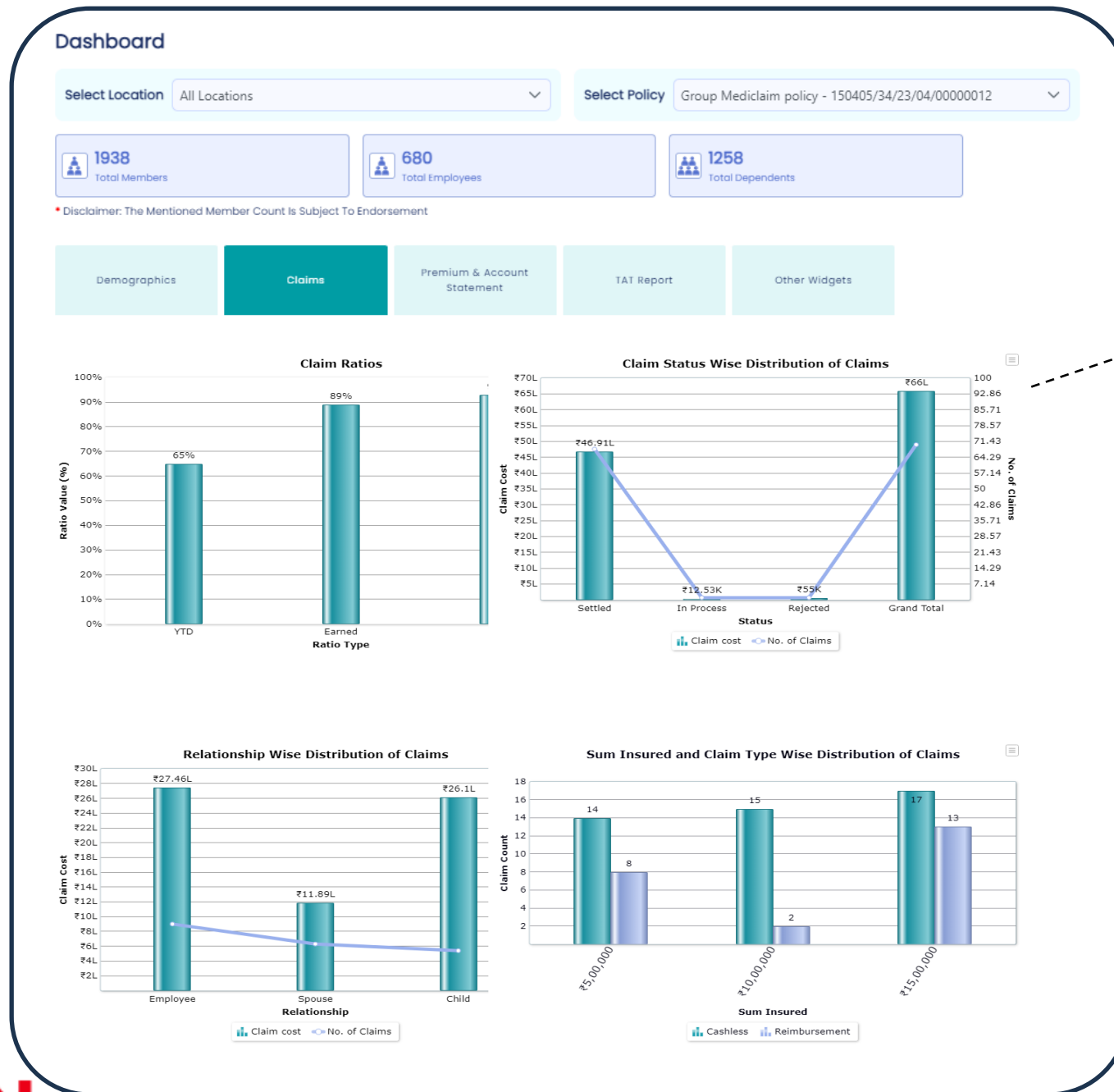
On next tab – Claims, you can view charts based on the claim data

Corporate Admin - View Float Summary Statement

Dashboard

Select Location: All Locations

Select Policy: Group Mediclaim policy - 150405/34/23/04/00000012

| 1938 Total Members | 680 Total Employees | 1258 Total Dependents |

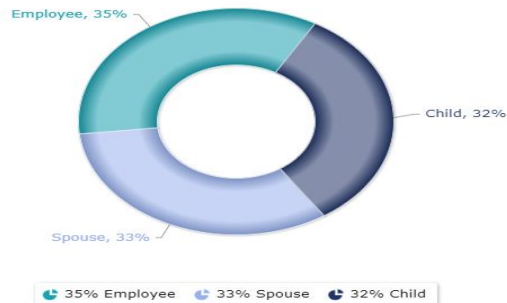*Disclaimer: The Mentioned Member Count Is Subject To Endorsement
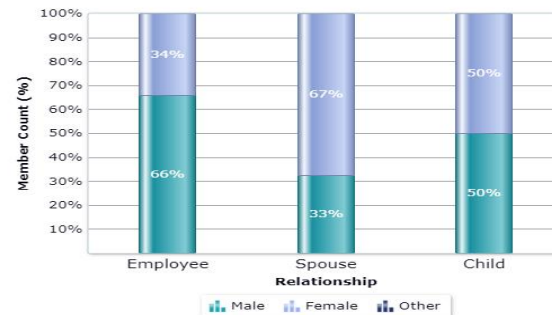
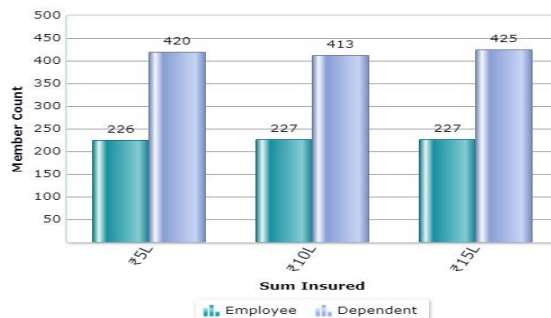Demographics | Claims | Premium & Account Statement | TAT Report | Other Widgets

Premium

View Float Summary Statement

Download Charts

| Total Premium paid at Policy Inception | ₹ 85,00,000.00 |
| Float Account Balance As On Date | ₹ 6,38,676.08 |

Month Wise Addition and Deletion Of Members & Premium

₹72.31K

-₹36.57K

Jan Feb Mar Apr May Jun Jul Aug Sep Oct Nov Dec

Month

Addition   Deletion

Here admin can track month on month endorsement and premium utilisation

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Corporate Admin – TAT Report

Dashboard

1938 Total Members	**680** Total Employees	**1258** Total Dependents

* Disclaimer: The Mentioned Member Count Is Subject To Endorsement

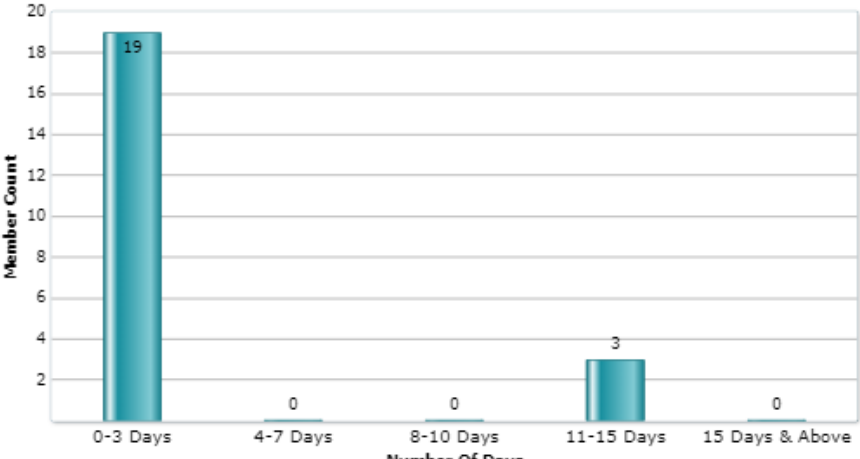| Demographics	Claims	Premium & Account Statement	**TAT Report**	Other Widgets

Select Type: Chart ⌄

Select Policy Name: Group Mediclaim policy - 150405/34/23/04/00000012 ⌄

Here you will find TAT report for claims pending/ approve at insurer/TPA or claim pending at employees, basis on the Claim mis avialble in portal

Reimbursement Settled Claims TAT Report (Insurance Company)

Days	Count	Claim Amount
0-3 Days	19	₹ 24,63,393.00
4-7 Days	0	₹ 0.00
8-10 Days	0	₹ 0.00
11-15 Days	3	₹ 1,11,743.00
15 Days & Above	0	₹ 0.00

Reimbursement Settled Claims TAT Report (Insurance Company)

List of Options avalable Under TAB - <mark>Profile</mark>

- ➢ **Pending Approval**
  - ▪ Function/use - To view and approve or reject the list of request received from employees for modification of members data

- ➢ **List Corporate Employees**
  - ▪ Function/use - to view/Download the list of active employees with their last login date

- ➢ **List Dependents**
  - ▪ Function/use - to view/Download the list of policy wise dependent details

- ➢ **List Nominees**
  - ▪ Function/use - to view/Download the list of Nominees updated under GPA and GTL policy.

- ➢ **Corporate Coverages**
  - ▪ Function/use - to view Policy wise information including features and exclusions

- ➢ **List Wellness Events**
  - ▪ Function/use - to view list of wellness events happen in corporate

- ➢ **Corporate Claim Settlement**
  - ▪ Function/use – to view/Download the list of policy wise dependent details

- ➢ **Delete Members**
  - ▪ Function/use – to update/mark soft delete of employee and dependents

- ➢ **Members Data upload**
  - ▪ Function/use – to upload endorsement data (addition deletion and modification data in GBS

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List of Options avalable Under TAB - <mark>Reports</mark>

- ➢ **Enrollment reports**
  - ▪ **Function/use – to download Enrollment Report, Change report and Consolidated mapping report**

- ➢ **Claims**
  - ▪ **Function/use – to view/Download the claim repot updated through manual upload or TPA integration**

- ➢ **Float Statement**
  - ▪ **Function/use – to view/Download Float (CD) Statement**

- ➢ **Corporate Claim Settlement**
  - ▪ **Function/use – to view List of claims settled by corporate**

- ➢ **Wellness Report**
  - ▪ **Function/use – to view wellness details**

- ➢ **E card Report**
  - ▪ **Function/use – to download policy wise mediclaim ecard with filters like employee code and name**

- ➢ **Download Voting report**
  - ▪ **Function/use – to view/Download the Voluntary policy voting report**

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Options Available for Employee

Employee Dashboard

Add Dependent

Add Nominee for GPA and GTL policy

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Enroll for Top up Policy

Enroll for Voluntary Policy

Enrolment period ends in
5 : **11**
DAYS : HOURS

"This is a Voluntary policy, If you want to enroll, click on Enroll button below."

Click Here To Enroll

Click here to Opt. for Voluntary Policy

Select Family Definition

☑ Mother   ☑ Father   ☑ Mother-In-Law   ☑ Father-In-Law

Select dependent relation allowed as per policy conditions.

Sum Insured	₹ 3,00,000	₹ 4,00,000	₹ 5,00,000
Please Select Premium From Below			
Parents	₹ 21,000	₹ 27,500	₹ 31,000
Parents-in-law	₹ 21,000	₹ 27,500	₹ 31,000

Total Premium For Selected Members

GST (18 %)

₹ 58,500

Please Confirm!
I agree and authorized, Global insurance brokers Pvt. ltd. and Insurance company, to use my personal information declared above for Insurance purpose.

Total Premium Including

₹ 69,030

Select sum insured from options available. Incase of Deactivate your vote you can untick the sum insured option and click on Proceed button

Employee Share

₹ 65,578.50

Click on Proceed Button and provide your confirmation for Vote

Back   **Proceed**

Wellness Section

Dashboard >> Wellness Event

Wellness Event

| Events | Wellness Content | Health Calculator | Wellness Partner |

| Ongoing | Future | Past |

Blood donation camp
Please attend this wellness event

05 Apr 2024

⦿ Mumbai fort

09:30 AM – 06:00 PM

View Details

Back

| Events | Wellness Content | Health Calculator | Wellness Partner |

Smoking Cost | Ideal Weight | Calories Burned | BMI | Quick Health

Back

- Click on Wellness option from menu to view below mentioned options.

- Events
- Wellness Contents
- Health Calculator
- Wellness Partner

Here you will find health calculator

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Helpdesk and Useful Link

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View Network Hospital List

- Use this filter option to search Hospitals basis on.

- Area Tel Code
- State/City
- Pin code Number
- Address/Area

On Map view employee can see nearby hospital. Network hospital, non-network hospital and pharmacy highlighted in different color.

Mobile
Application
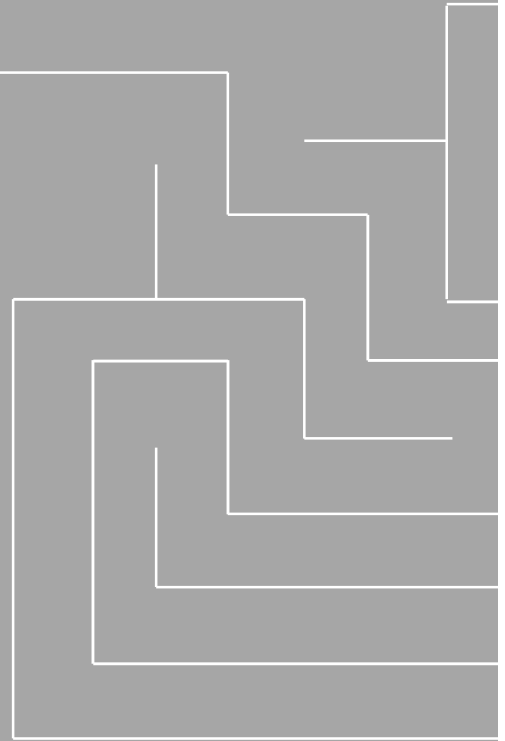
Mobile Application

Employee Login Page

Basic Requirement for Mobile Application

Before you start make sure below mentioned requirements should be fulfilled.

Android Version :
- Current built version 1.0.0
- Compatibility : Requires Android Versions 4.4 or later

iOS :
- Current built version 1.0.0
- Compatibility : Requires iOS 7.0 or later. Compatible with iPhone, iPad and iPhone
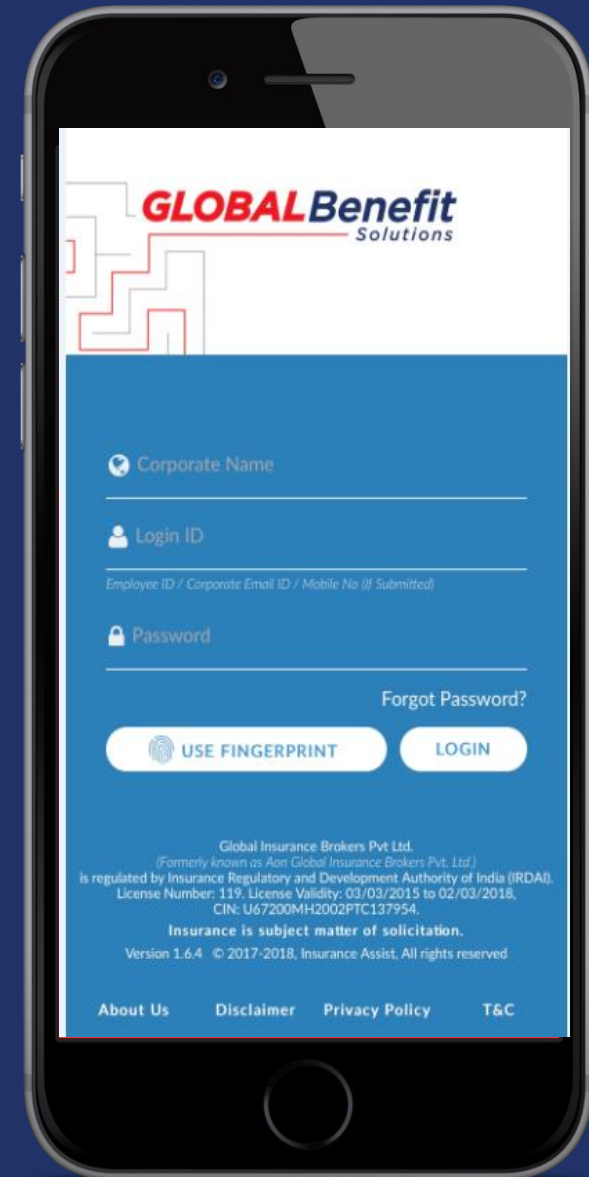
Employee Login Page
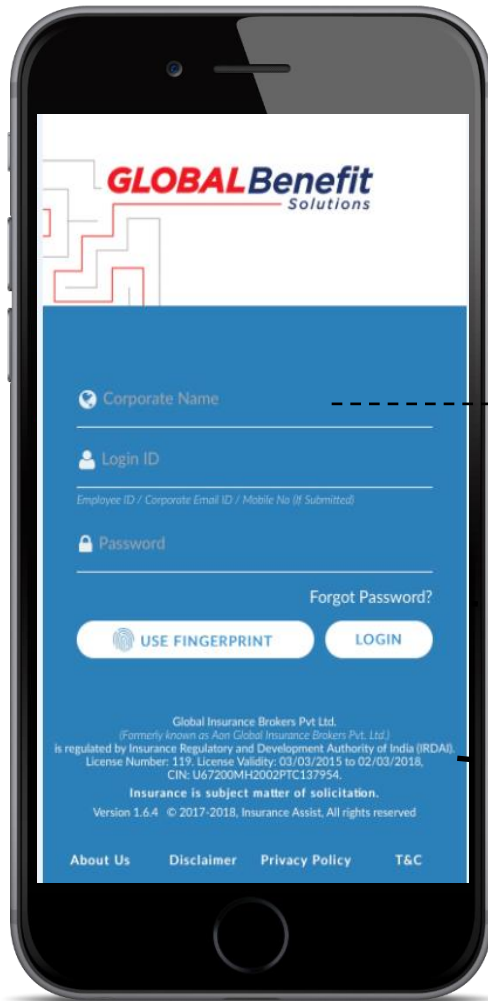
Your account details to access **"My Benefits"** on your mobile devices are:

Corporate Name: xxxplxx geappliances

Username: ganesh.gurav@globalinsurance.co.in

Password: X79PBCXh|j]u

Regular user can reset password by selecting forgot password option

Click login button to proceed further

Employee Dashboard

Insurance Program :- View GMC, GPA and GTL policy wise details

My Claims :- View real time claims status, can download claim form and view claim process steps.

Helpdesk :- View Escalation Matrix

Members Covered :- to view, modify and add dependent details Also you can update nominee details as well

Ecard :- Download Your Ecard

Wonders of Wellness :- view the wellness related stuff, like health video, health newsletter, wellness event

Voting:- Enroll for any voluntary Policy.

View Policy Features

Click here to, view GMC, GPA and GTL policy features.

My Policies

111200/48/2016/322
Group MediClaim
01 Aug 2015 - 30 Jul 2016   ₹1,500,000.00
The Oriental Insurance Co. Ltd., N...

GL000388-58470828
Group Term Life
01 Aug 2015 - 30 Jul 2016   ₹8,500,000.00
Future Generali India Life Insuran...

Policy Details

Insurance Details

Policy Number	:	111200/48/2016/322
Policy Type	:	Group MediClaim
Insurance Company	:	The Oriental Insurance Co. Ltd., New Delhi
Insurance Company Branch	:	The Oriental Insurance Co. Ltd. - A-25/27, , New Delhi
Policy Start Date	:	01 Aug 2015
Policy End Date	:	30 Jul 2016
Third Party Administrator	:	Paramount Health Services (TPA) Pvt. Ltd.
Family Floater	:	Yes
Family Definition	:	Employee + Spouse + Child 1 + Child 2 + Parents
Age Limit For Parents	:	NA
Age Limit For Children	:	NA

View Top-Up

Add Dependent

Employee can view his dependent details

Dependents

Search 🔍

Abc Gadekar

🔗 Spouse   👤 Female

🎂 01 May 1978   📍 401107

Employee can add his dependent by adding require details which is mentioned in aside screenshot

Add Dependents

Add Dependent

Enter your Dependent details here:

👤 First Name

👤 Last Name

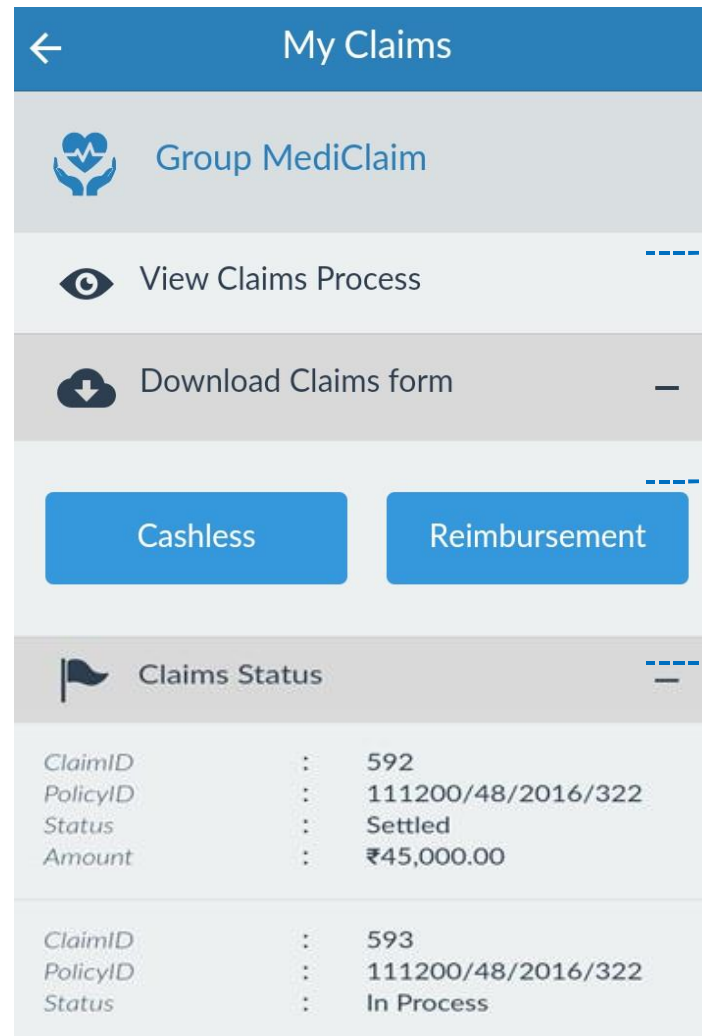🔗 Select Relationship ▾

📅 Date Of Birth 📅

👩 ⬤ 🧍

📍 PIN Code

✉️ Email-ID

📱 Mobile Number

✖ Cancel   Save 💾

View Claim details

Employee can view claim process steps along with requirement details to apply for the claim.

Employee can view and download cashless and reimbursement claim form

Employee can view real time claims status

Thank You