



GLOBAL Benefit
Solutions

User Manual for Employee

Web Portal

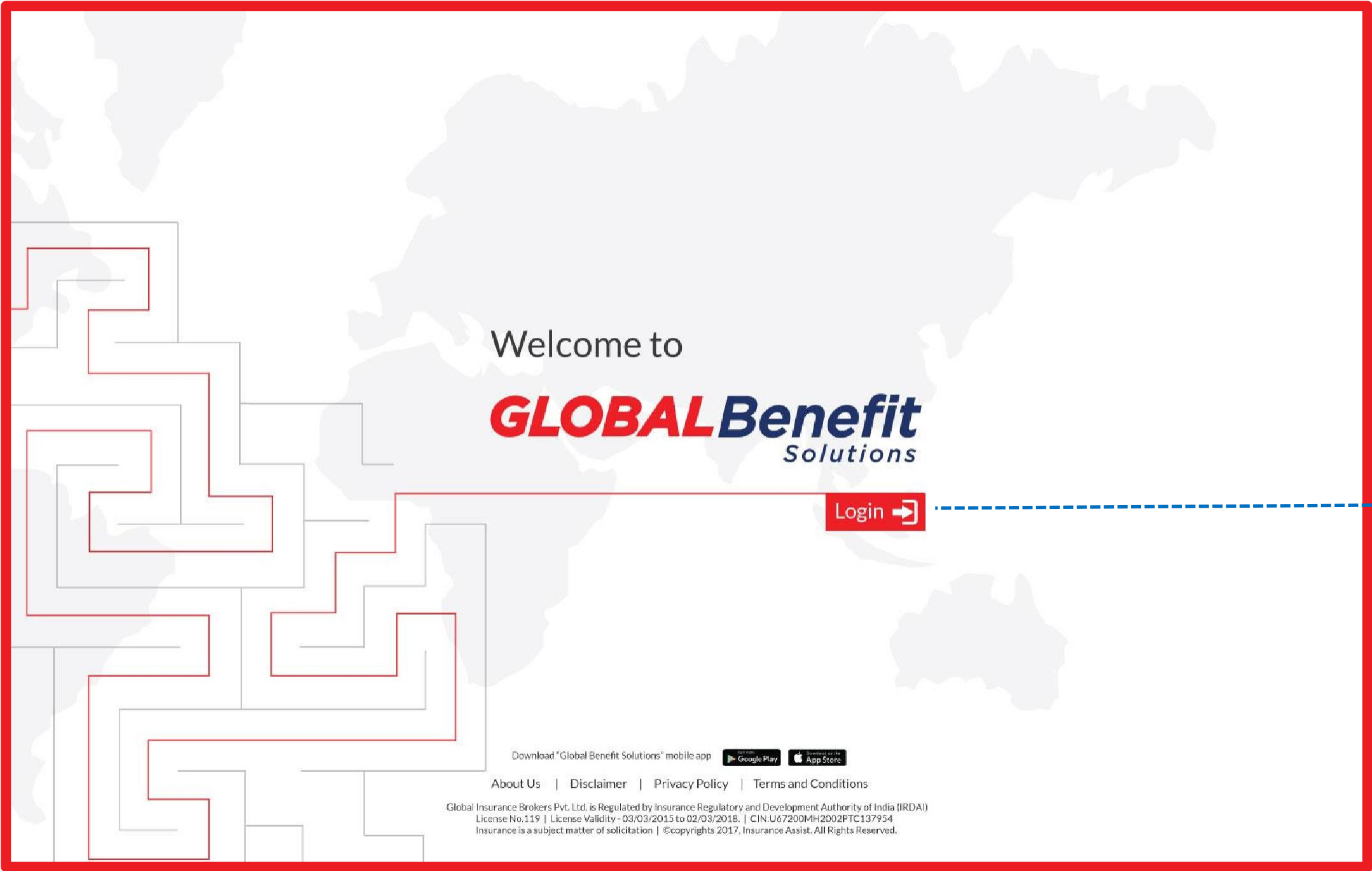
Employee Home Page

URL Link/ Global Benefit Solution Link

<https://movate.globalinsurance.co.in/myDashboard>

Login ID & Password

Refer Email from noreply@globalinsurance.co.in



Employee Login Page

Login

Member ID/Employee ID/Email ID/Mobile Number (IfSubmitted) *

0 / 75

Password *

VTpN

Type the captcha *

How To Login? View Demo

Forgot Password? View Demo

LOGIN

CLEAR

OR

Login with OTP

In case you are unable to log in, please clear the cookies and cache in your browser and try logging in again

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

Select Captcha & Pass Captcha Test

Regular user can reset password by selecting forgot password option

Click login button to proceed further

Employee can login by using OTP

Employee Profile Page – Change Password

Change Password

Old Password *

Please Enter Your Password.

New Password *

Please Enter New Password.

Confirm New Password *

Please Confirm New Password.

BACK

CHANGE PASSWORD

CLEAR

Password Requirements

☐ Min 8 Characters

☐ Contains Numbers

☐ Uppercase

☐ Lowercase

☐ Special Character

☐ Passwords Match

Please check the password requirements and change your password

Employee Landing page

Click here to View Policy Sum Insured, Dependent Declared etc.

For Enrolment Contact: Health.Assure@movate.com

Click on coverage
to "Access
TPA"

Movate Technologies Private Limited

[Click here to View landing / Home page.](#)

[CLICK HERE TO SEARCH HOSPITAL LIST](#)

(SELECT INSURER RELIANCE GENERAL INSURER)

Download
Policy
Related
Documents

[Log Support Ticket](#)

Benefit Manual

Contact Matrix

Claim Forms

Parent Poster

Topup Poster

Standee Policy

Day Care List

List of Non Payable

GTL & EDLI Claim form

Medi Assist
MediBuddy Portal

GLOBALBenefit
Solutions

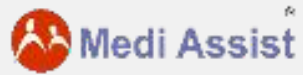


Medi AssistTM

Simplifying Healthcare, Multiplying Prosperity



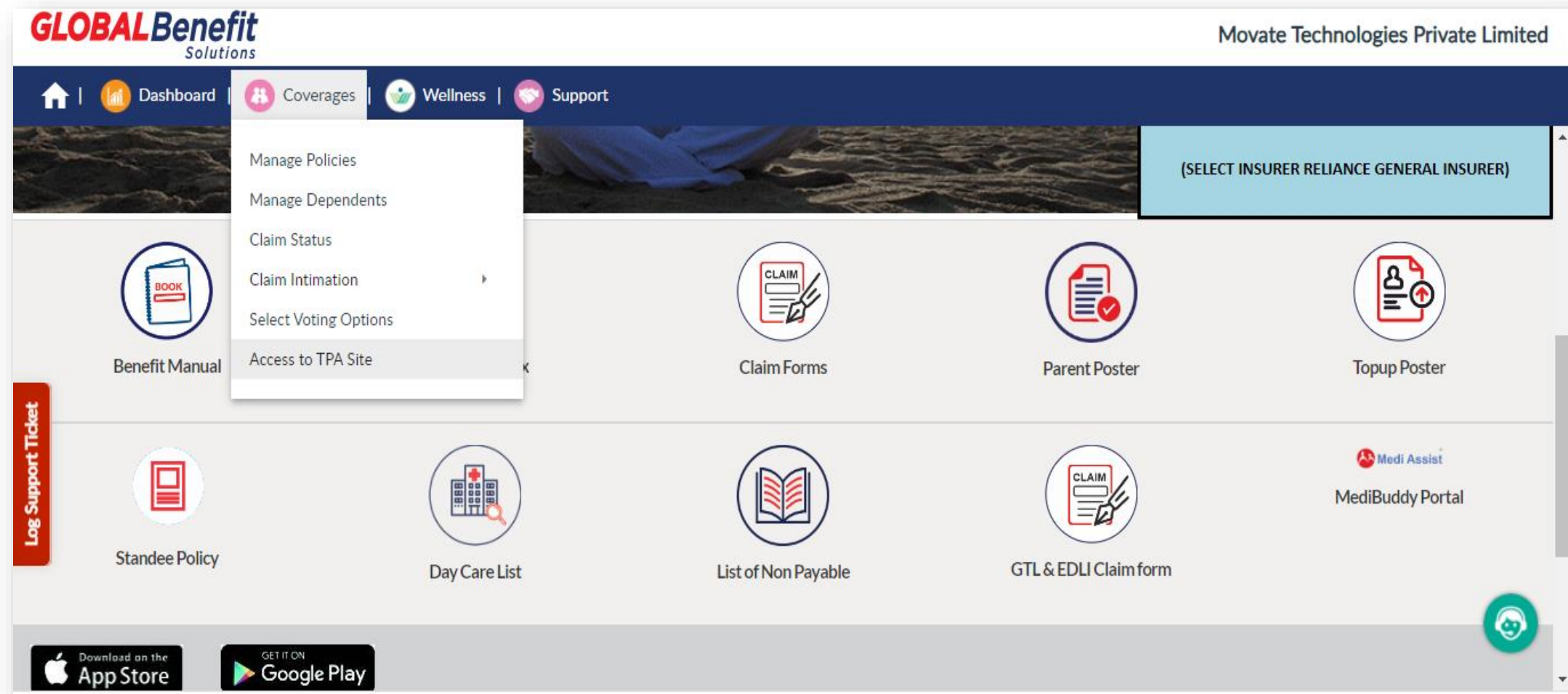
MediBuddy Portal



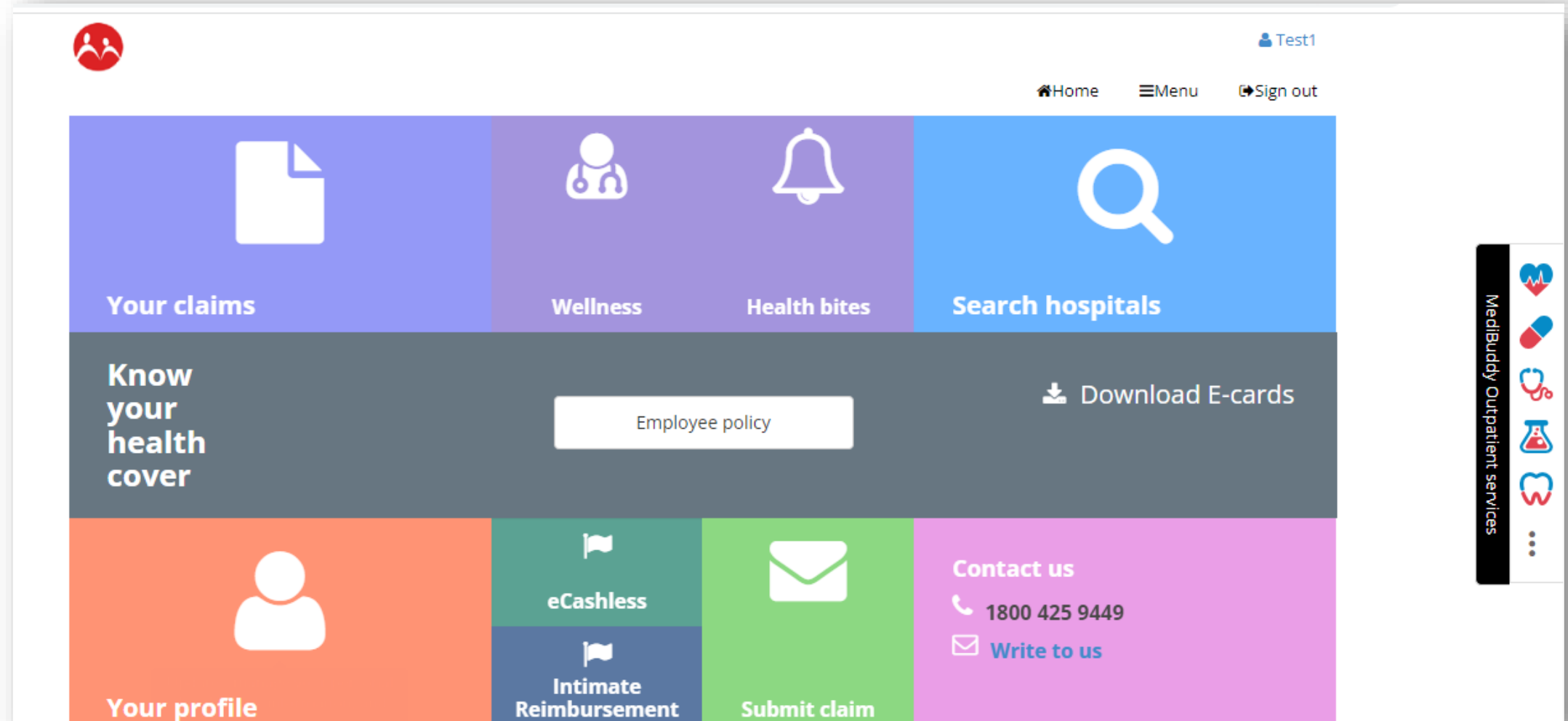
Sign In

- Sign In to your MediBuddy portal – Click Here “: Access to TPA Site in GBS Portal”

Global Benefit Landing Page

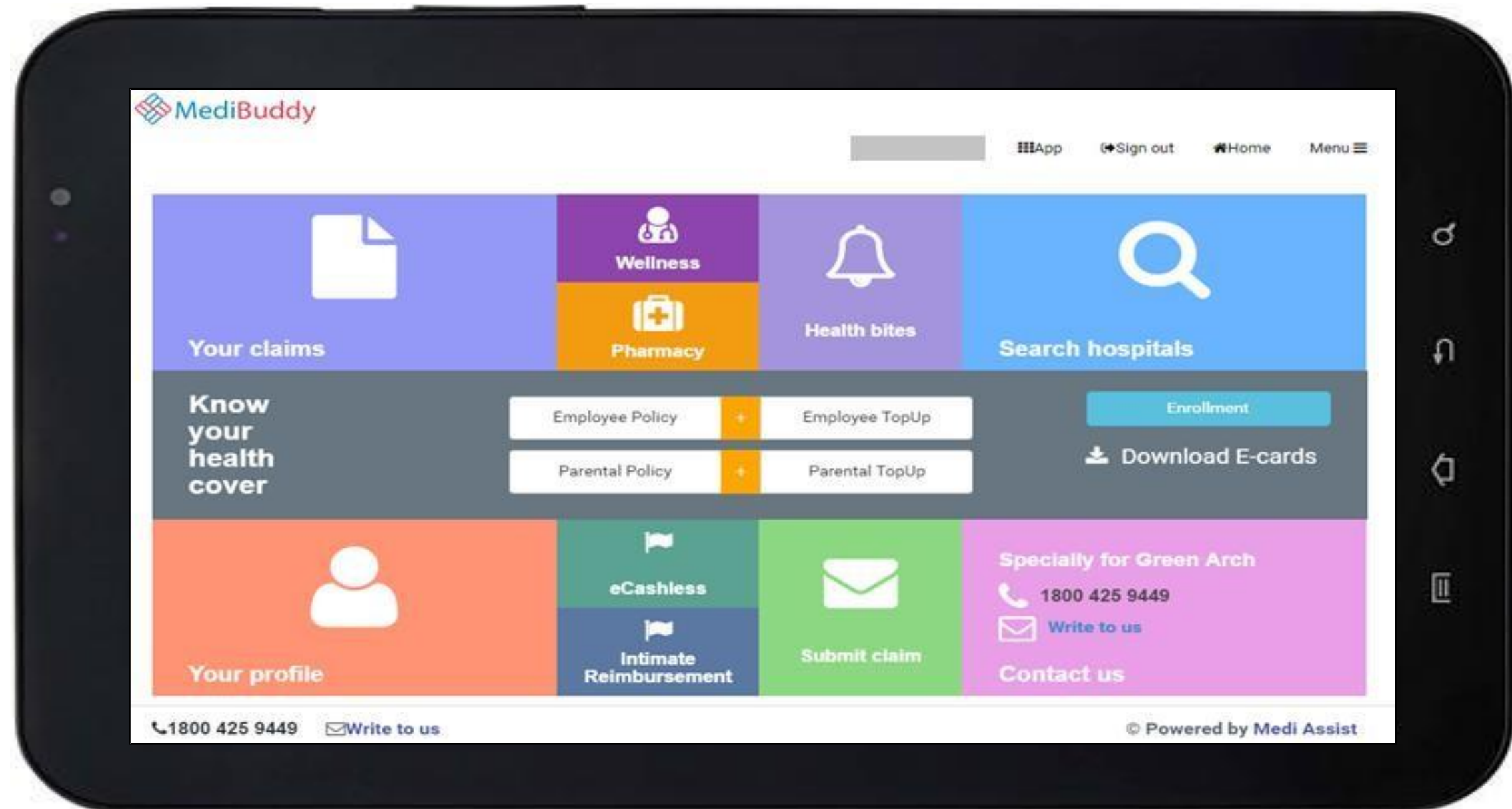


Medi Assit Access Page



Home Page

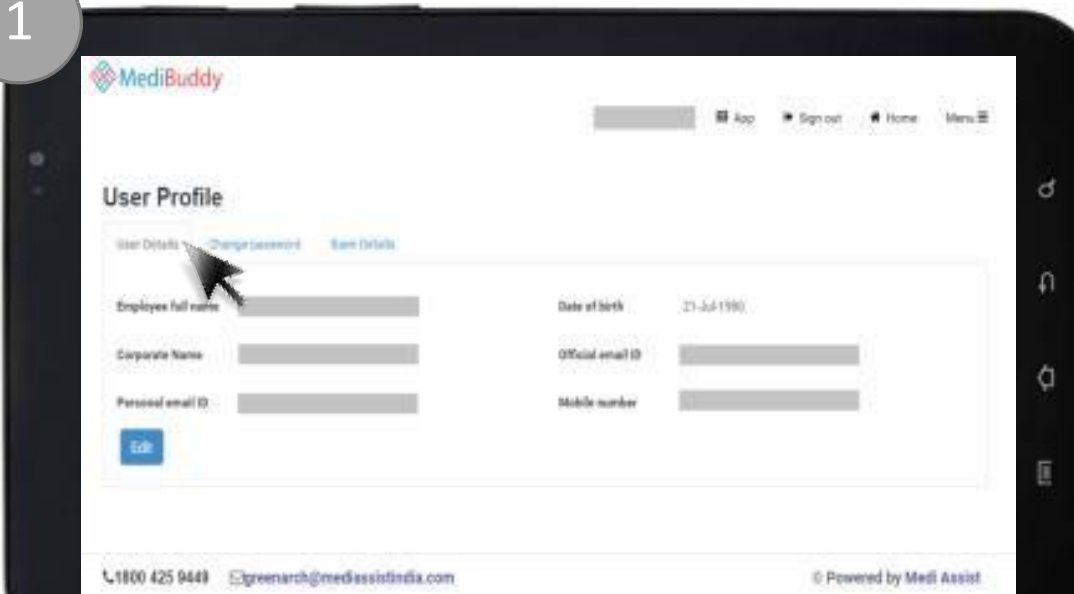
- Your profile
- Policy details
- Download E-Cards
- Search hospitals
- Your Claims
- Intimate Reimbursement
- Submit claims
- Contact us



Your Profile

- View your profile Details
- View / Update your bank details

1



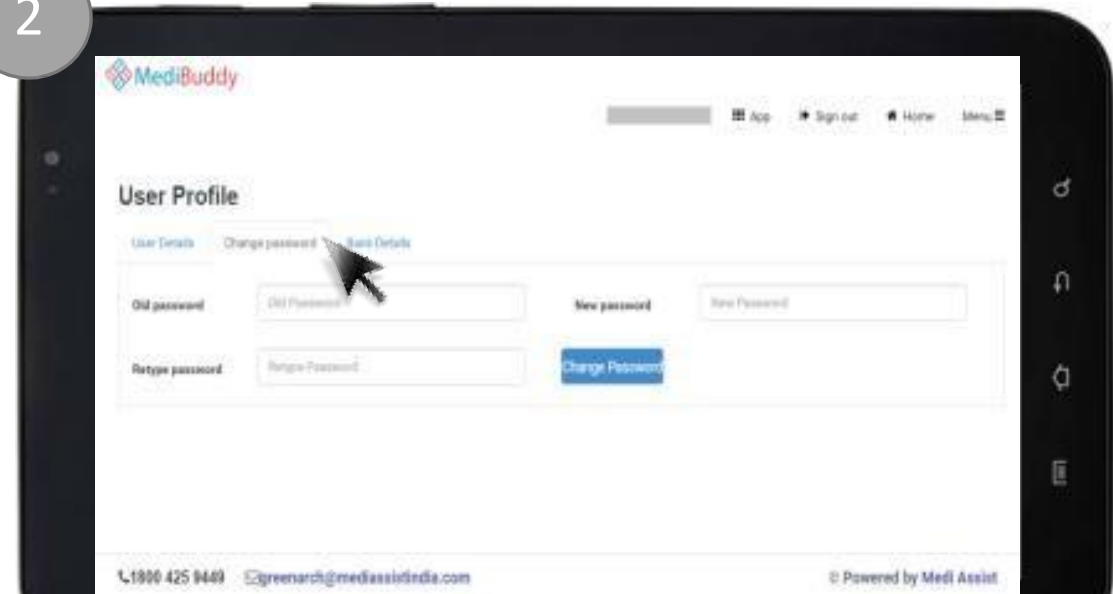
The screenshot shows the 'User Profile' page with the 'User Details' tab selected. The form contains the following fields:

- Employee full name
- Corporate Name
- Personal email ID
- Date of birth
- Official email ID
- Mobile number

Buttons for 'Edit' and 'Save' are visible at the bottom of the form.

User Details

2



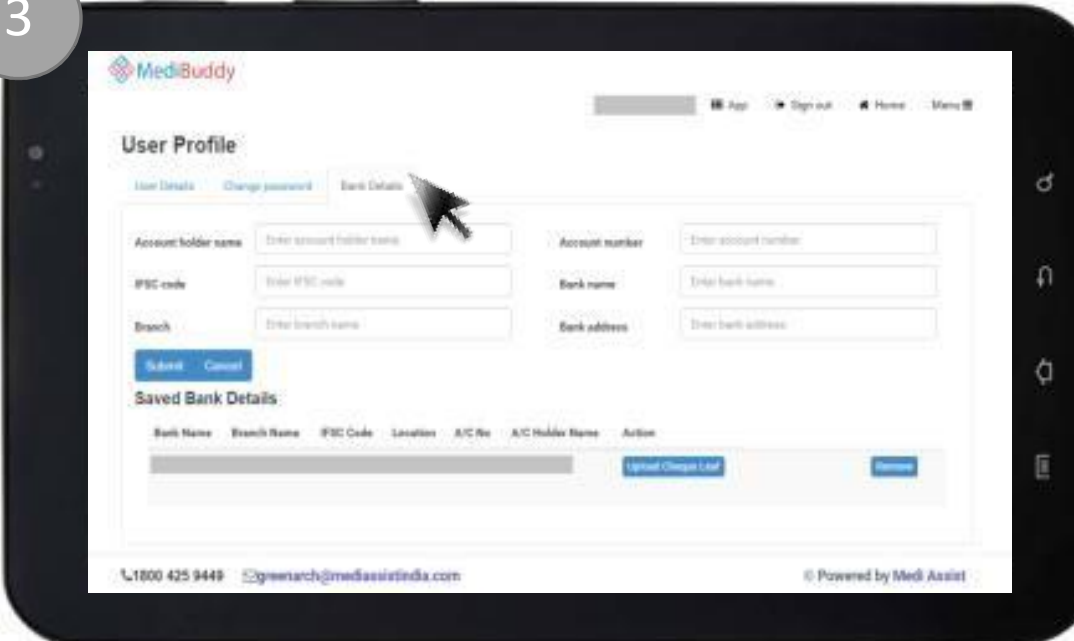
The screenshot shows the 'User Profile' page with the 'Change password' tab selected. The form contains the following fields:

- Old password
- New password
- Retype password

A 'Change Password' button is located at the bottom right of the form.

Change Password

3



The screenshot shows the 'User Profile' page with the 'Bank Details' tab selected. The form contains the following fields:

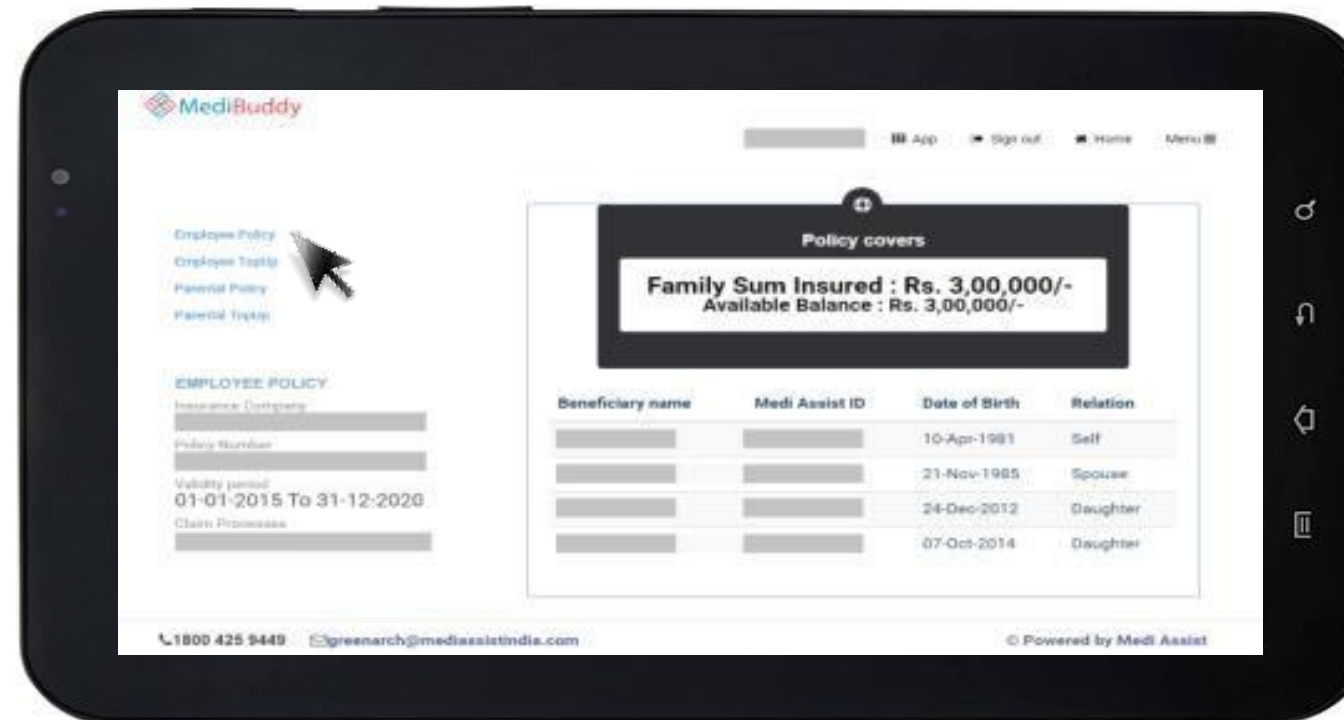
- Account holder name
- IFSC code
- Branch
- Account number
- Bank name
- Bank address

Buttons for 'Submit' and 'Cancel' are visible at the bottom of the form. Below the form, there is a 'Saved Bank Details' section with a table and an 'Upload/Change List' button.

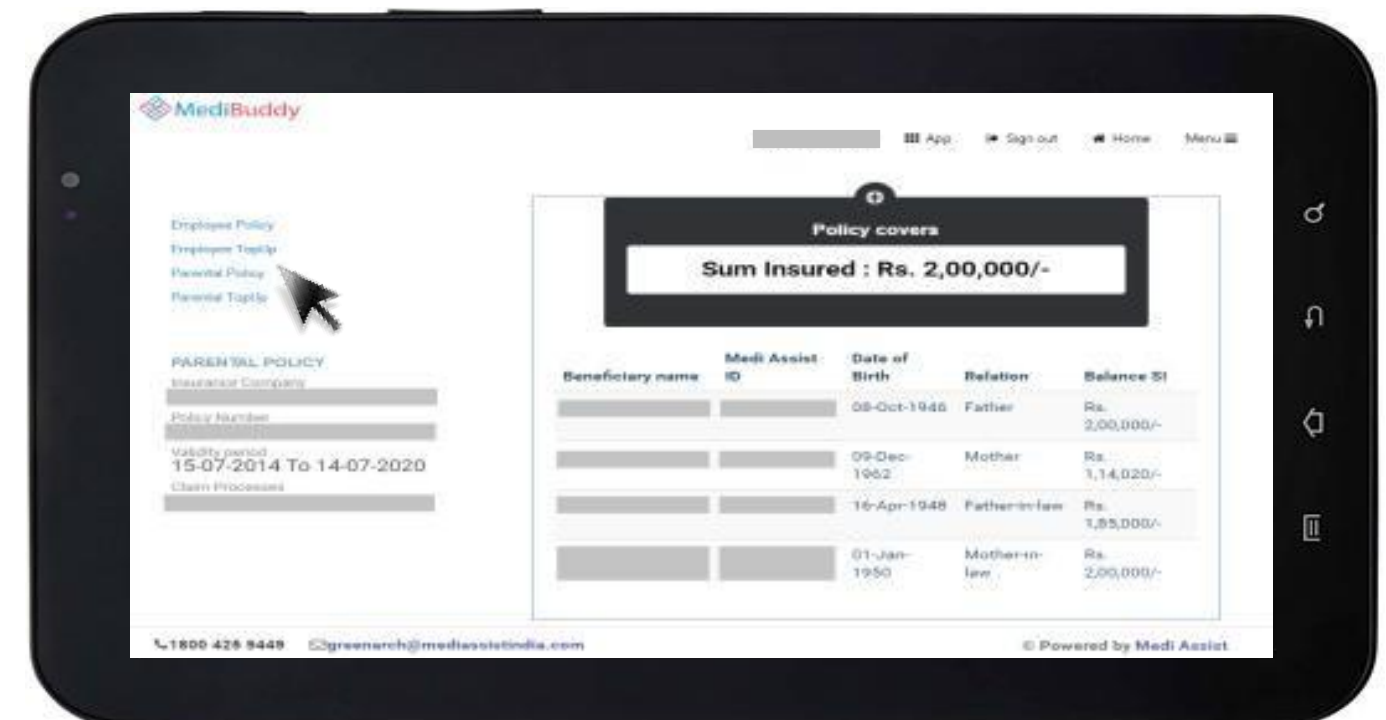
Bank Details

Policy Details

- View the complete details of policy coverage



Employee Policy



Parental Policy

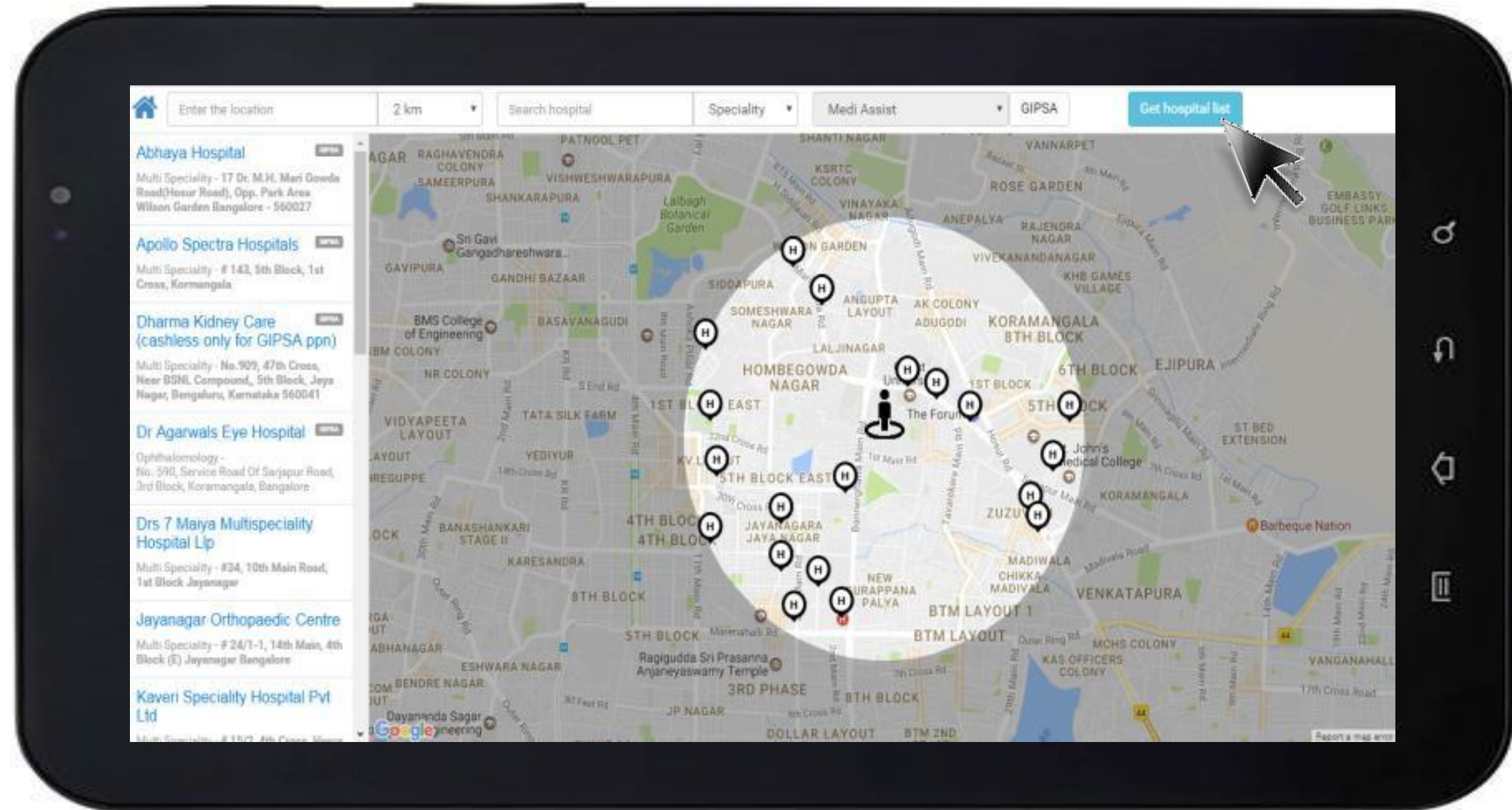
Download E-cards

- View / download the E-cards with your family

Search Network

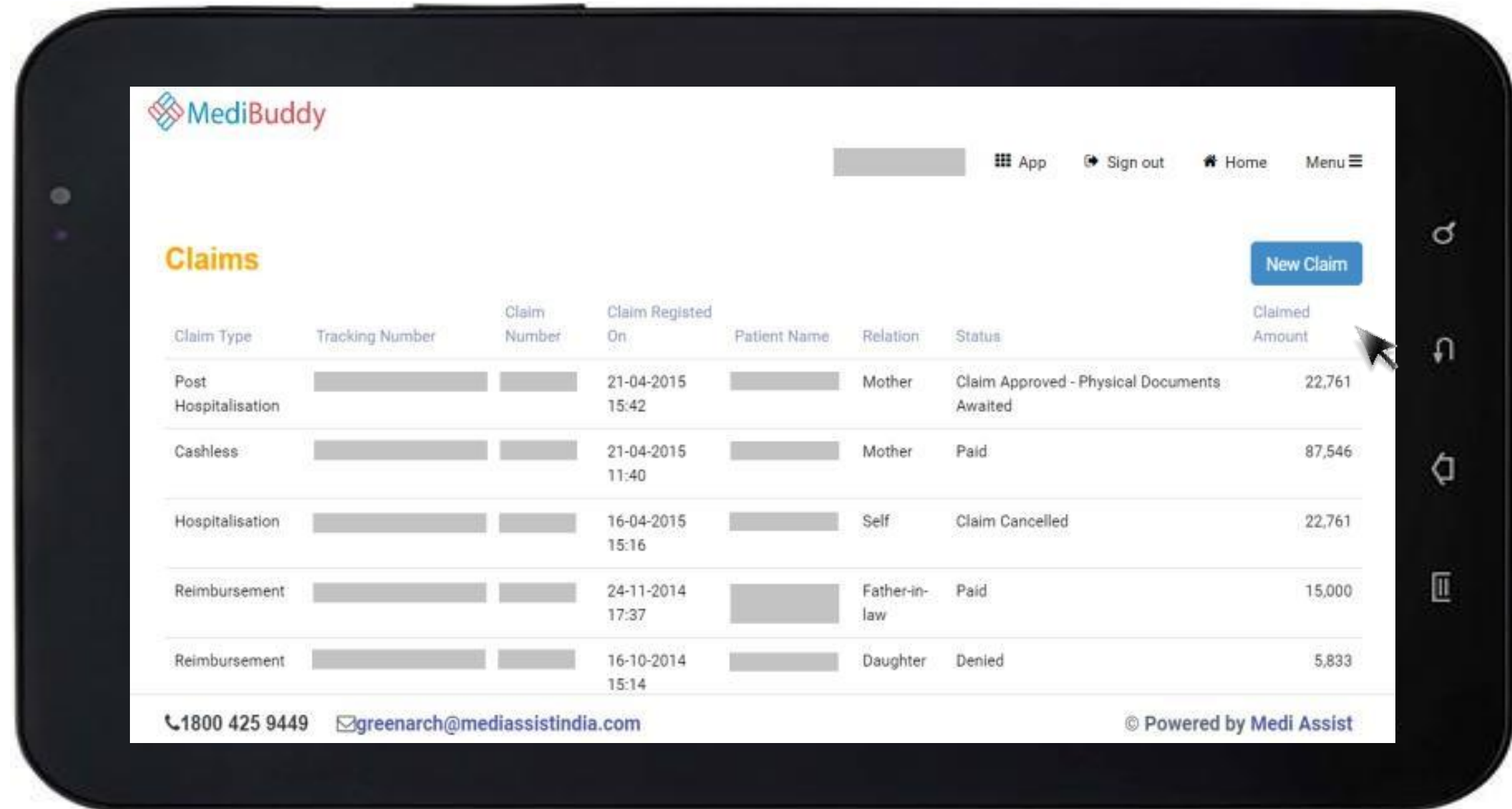
Search network hospitals by

- Location
- Radius
- Hospital
- by Specialty
- by Insurer



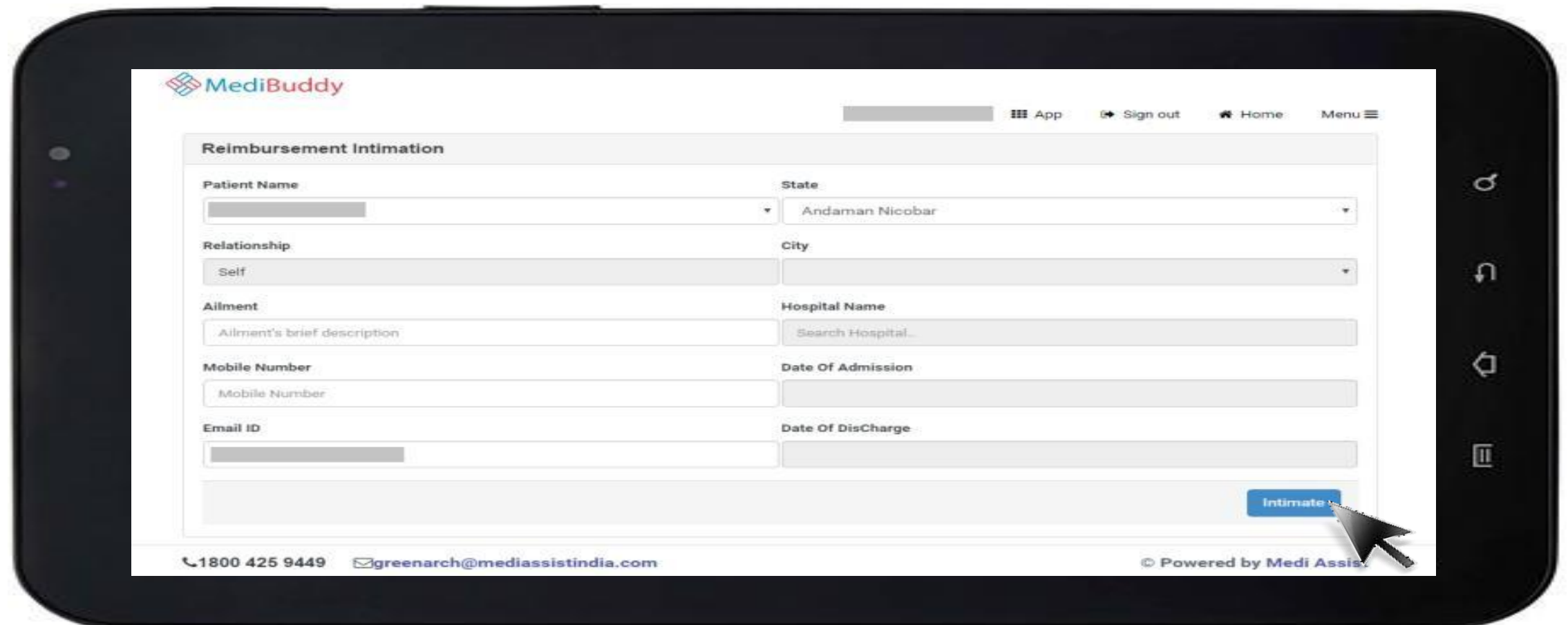
Your Claims

- You can track your claims status and submit new claims



Intimate Reimbursement & Other

- You can intimate your reimbursement claim by using portal
- Re-imbursement Claims Reporting / Submitting Period: Claim reporting /submission period within 90 days from the Date of Discharge either in helpdesk or to Medi Assit Office Address



The image shows a tablet displaying the MediBuddy Reimbursement Intimation form. The form includes fields for Patient Name, State (Andaman Nicobar), Relationship (Self), City, Ailment (Ailment's brief description), Hospital Name (Search Hospital), Mobile Number, Date Of Admission, Email ID, and Date Of Discharge. A blue 'Intimate' button is at the bottom right, with a mouse cursor clicking it. The footer shows contact information: 1800 425 9449, greenarch@mediassistindia.com, and 'Powered by Medi Assist'.

HELPDESK

Location	Days	Time	Name	Email ID	Ph No
Chennai - GOP	Every 1 st & 3 rd Monday	6:00 PM -09:00 PM	Mr. Ravi	ravi.rajendiran@mediassist.in	8147027423
Chennai- Ambit	Every 1 st & 3 rd Friday	05:00 PM – 10:00 PM	Mr. Ravi	ravi.rajendiran@mediassist.in	8147027423
Bangalore	Every 1 st & 3 rd Monday	6:00 PM -8:00 PM	Henry Michael	henry.michael@mediassist.in	8050636741
Hyderabad	Every 2 nd Monday	4:00 PM to 7:00 PM	Sarwar	sarwar.khan@mediassist.in	9676854883

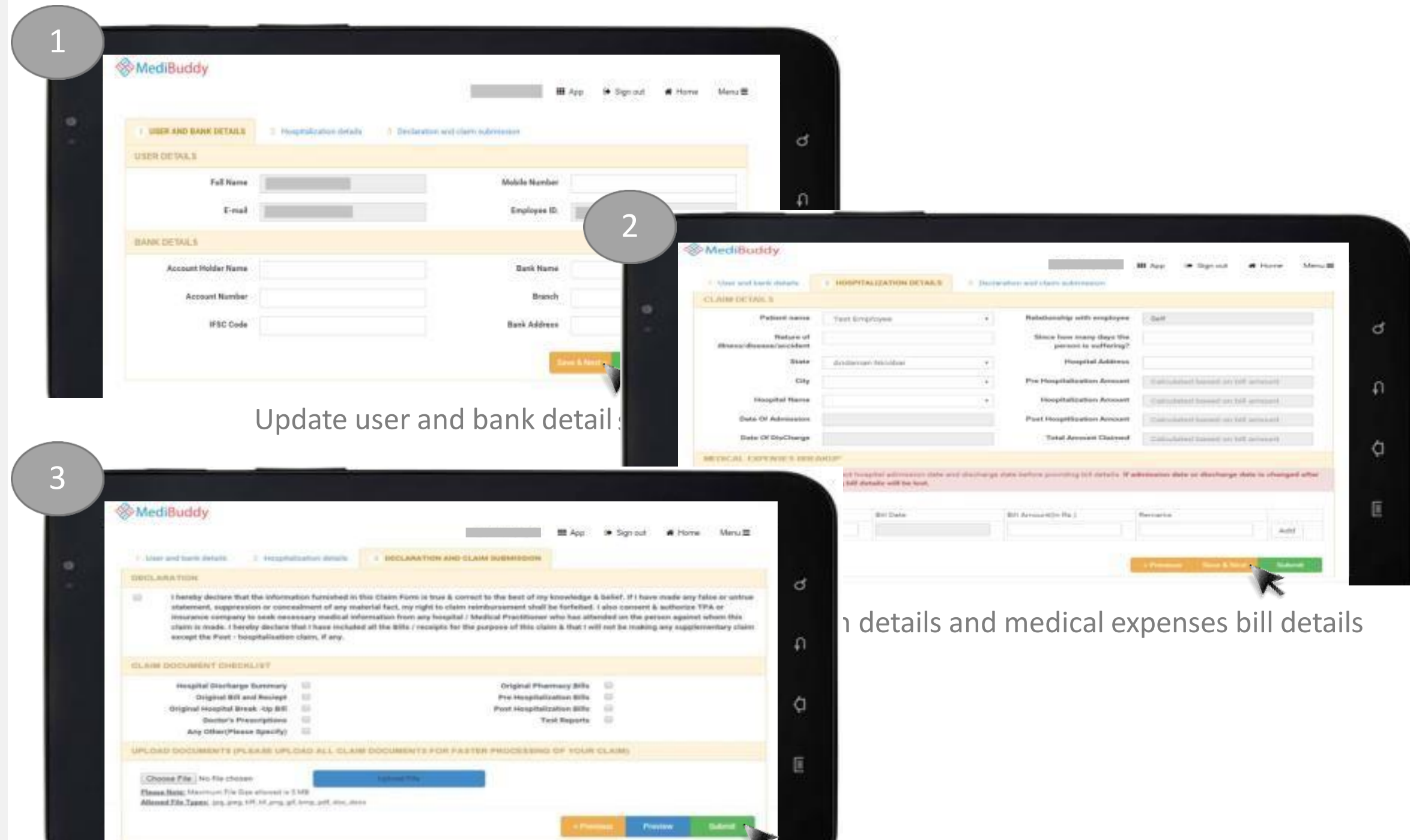
Claim Documents Envelope Address Format

To,
Medi Assist Insurance TPA Pvt. Ltd.
 Rwd Atlantis, 24, Nelson Manickam Rd, Railway Colony,
 Aminjikarai, Chennai, Tamil Nadu 600029

From
 Corporate Name :Movate Technologies
 Employee Name _____
 Employee ID _____
 Ecard No _____
 Address _____
 Ph No: _____

Submit Claim

- User and bank details
- Hospitalization details
- Declaration and claim submission



1

2

3

Update user and bank detail

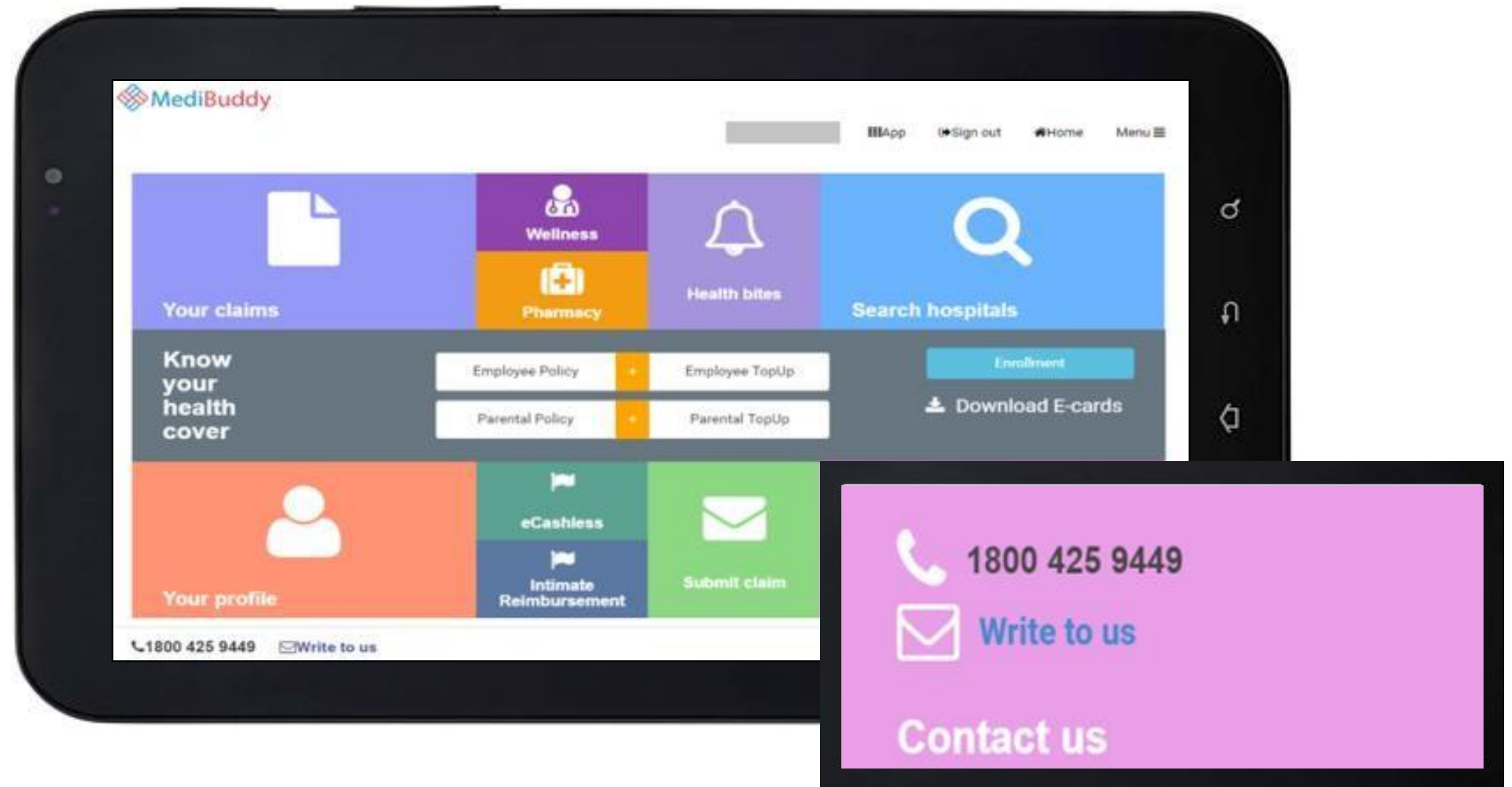
Update declaration, claims document checklist , upload documents and submit the claim

Details and medical expenses bill details

Mandatory - For final Settlement of claim., TPA must receive all the Original claim documents.

Contact us

- Dial our 24x7 toll free number or e-mail us for help



Happy to partner

Medi Assist
Tower D, 4th Floor, IBC Knowledge Park, 4/1 Bannerghatta Road,
Bangalore - 560 029

info@mediassistindia.com | www.mediassistindia.com

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GLOBAL

Growth with Governance

Thank You !

Global Insurance Brokers Pvt. Ltd.

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