



Once logged in, you will be directed to your employer group home page.

Add New Hire
Manage Employees
Invoices
Manage Support Cases
Reports
Contact Us
Required Employer Information

Welcome to the WEBT Online Portal! A place to manage your employees and their eligible dependents, change coverages and review standardized reports pertaining to your membership. Feel free to open a case under the “Manage Support Cases” section to request information on benefits/eligibility, claims and/or enrollment! You may also request a new ID card or any WEBT supplies you may need.

Account Detail
Test Group

WEBT.org Employer Resources
Password : 2025*WEBT

Edit

Account Name	Test Group	Client Id	123456
Renewal Date	July	Billing Address	123 Main St, Cheyenne, WY, 80000
Associate	alan brown	Phone	
Associate Email	zaheer@birdsservices.com	Show Employer Costs on Portal	Yes
Effective Date of Benefits		Hide Enrollment Buttons	☐
Life Volume	20000		



Group Level Information

The Account Detail section is a place for you to update group specific information. Once you click on the Edit link, you will have access to modifiable fields:

Account Detail
Test Group

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Edit

Account Name	Test Group	Client Id	123456
Renewal Date	July	Billing Address	123 Main St, Cheyenne, WY, 80000
Associate	alan brown	Phone	
Associate Email	zaheer@ibirdsservices.com	Show Employer Costs on Portal	Yes
Effective Date of Benefits		Hide Enrollment Buttons	☐
Life Volume	20000		

Showing your group's contribution of premiums on the employee portal is optional. If you prefer to not show employer costs on the portal, please contact WEBT. If your employer contribution varies by employee type, hours, etc., the option to show Employer Costs will be set to "No".

When the Hide Enrollment Buttons box is checked, the enrollment buttons on the employee portal will be hidden. Employees will not be able to make any benefit changes, but are able to update beneficiaries and demographics. The group admin(s) will receive an email notification when an employee updates anything on their portal.

Account Detail
Test Group

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Password : 2025*WEBT

Save **Cancel**

Account Name	Test Group	Client Id	123456
Renewal Date	July		
Billing Street	123 Main St	Billing City	Cheyenne
Billing State	WY	Billing Country	
Billing PostalCode	80000	Phone	
Associate	alan brown	Show Employer Costs on Portal	Yes
Associate Email	zaheer@ibirdsservices.com	Hide Enrollment Buttons	☐
Life Volume	20000		

Click here to be directed to the www.webt.org Employer Resources Page. The password is posted here for your convenience and gets updated annually. Please do NOT share the password with employees.

Make sure you select Save after making any changes.



Group Level Information

The Plan Premiums section displays current premiums for the plan offerings of your employer group. If the employer does not offer a plan such as dental, then the dental premium tab does not display.

Plan Premiums

Plan Election

Current Plan Year

Medical

Dental

Vision

Life

Plan Name	Plan Summaries	Single	2 Adult	SPD	Family
\$1,000 Deductible - Active	View	\$600.00	\$721.00	\$721.00	\$1,201.00
\$1,500 Deductible - Active	View	\$480.00	\$600.00	\$600.00	\$961.00

Select View to display the plan summary.

A new window will open with the document selected. From here you may download or print the document. (Sample below)

WEBT	
SUMMARY OF MEDICAL BENEFITS	
**Applies to Medical OOP Maximum	**Applies to Prescription Drugs OOP Maximum
OOP = Out-of-Pocket	
Medical Plan	<u>\$1,000</u>
**Office Visits	\$35 Co-Pay
**Teladoc	\$0 Co-Pay
**Deductible	\$1,000 (\$2,000 family)
**Coinsurance	80%/20%
Medical OOP Maximum	<u>In Network:</u> \$2,500 (\$5,000 family) <u>*Out of Network:</u> \$2,750 (\$5,500 family)