



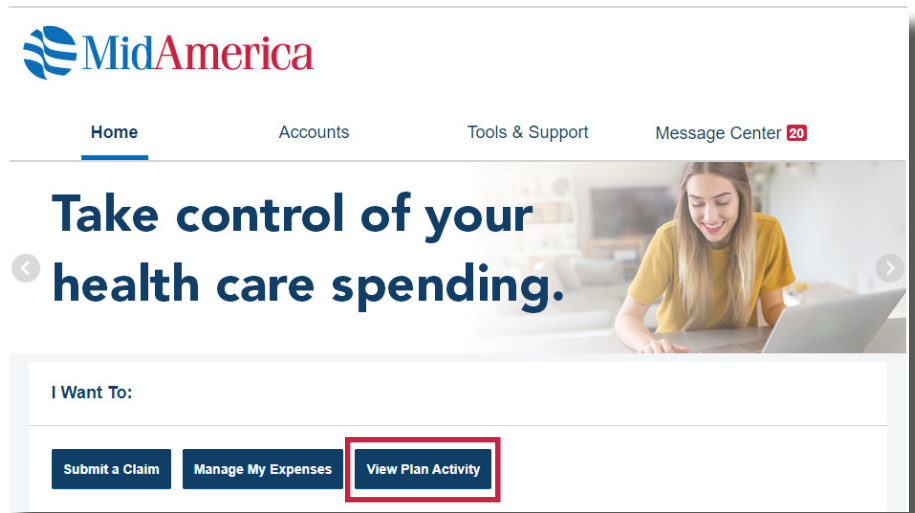
How to Update your Beneficiary Online

A quick guide to updating your beneficiary online. If you have questions, please contact our Participant Services department at (855) 329-0095.

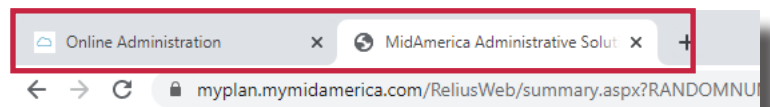
Let's get started.

Log into your account at www.myMidAmericaJourney.com. If it's your first time accessing your plan online, select **Create Your New Username and Password** to establish your login credentials.

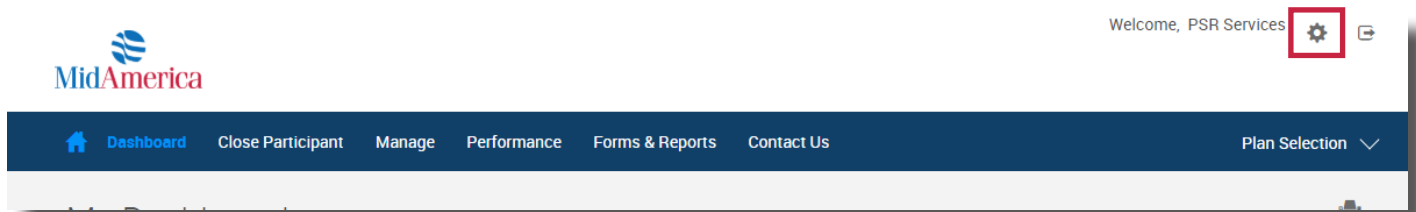
Once logged in, select **View Plan Activity** from the **I want to** section on your home page.



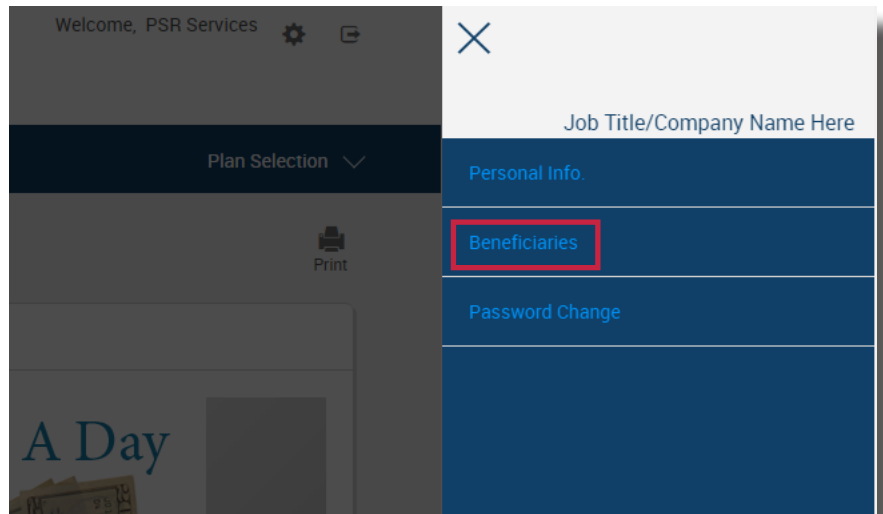
A new tab will open in your internet browser window so you can toggle between beneficiary management and your Journey portal.



To open the beneficiary form, select the small gear icon in the upper right-hand corner.



Once selected, a blue side bar will appear. Select **Beneficiaries**.



From the next screen, simply enter in your beneficiary information. If you would like to add more than one beneficiary, select **Add**. Once complete, hit **Save**.

A screenshot of the "Beneficiaries" form. The title "Beneficiaries" is at the top left, and a "Print" icon is at the top right. Below the title is "Beneficiary Designation 1" and a note: "Items marked with asterisk (*) must be completed before you can proceed to the next step." The form contains several fields: "Beneficiary type" (dropdown menu with "Primary" selected), "Beneficiary percent *" (text input), "Name *" (text input), "Relationship" (dropdown menu), "Birth date" (text input with a calendar icon), "Social security number (optional)" (text input), "Street address 1" (text input), "Street address 2" (text input), "City" (text input), "State" (dropdown menu), "ZIP code" (text input), and "Country" (text input). At the bottom, there are three buttons: "ADD" (grey), "DELETE" (grey), and "SAVE" (blue).

If you have questions on how to manage your beneficiaries online, call us at [\(855\) 329-0095](tel:8553290095) or email us at healthaccountservices@myMidAmerica.com.