

Vhi Portal Guide



At Vhi Healthcare, we're not just your insurer - we're your health partner.

When you're signing up for your Vhi policy online, we'll ensure the process is as simple as possible. This handy step-by-step guide will show you how to select your new plan on the Vhi Enrolment Portal.

If there's anything else you'd like to ask us about your policy and the range of benefits and services available to you, please call the **Vhi Corporate Advice Line on 056 777 5800** or your **Vhi Corporate Concierge Line**.



Step 1: Visit Vhi's online enrolment portal

Getting Started

You will need about ten minutes to complete the sign-up process. You will also need information on any existing Vhi policy numbers for people on your policy, your bank details if paying by direct debit and finally, you will need details of any previous health insurance cover.

Click 'Join' to Register your Policy

Once you click 'Join', you will be asked to provide personal details for yourself and any additional people you are including on your policy.

Vhi MyVhi login

Welcome to Vhi for
"Your Group Scheme"

Your Group Scheme No: 78643

Why Vhi Healthcare?

- VHI MOBILE APP**
Benefits and services at your fingertips.
- HEALTHCARE CENTRES**
State-of-the-art Vhi 360 Health Centres and SwiftCare, open 365 days.
- DIGITAL HEALTH**
Access to medical professionals online or by phone.
- WELLNESS**
Supporting your emotional and physical wellbeing.

Your Vhi Options

What would you like to do?

- Join**
Set up a Vhi Healthcare policy in your group scheme today.
- Add**
Would you like to add someone to your current policy?

Step 2: Information pop-up

Sample Company Group Limited ✕

Subsidy Entitlement
Your healthcare plan benefit is open to all employees, spouse/partner and dependents up to the age of 21 in full time education. There are a range of Vhi plans for you to choose from, including **PMI 12 11**, a tailored plan for all employees. On the plan selection page, a number of plans will be available, PMI 12 11 will be the very last plan listed.

Lifetime Community Rating:
If you are aged 35 or above, Lifetime Community Rating (LCR) may apply to your policy and will be clearly displayed on your pricing summary. For further information, please visit [lifetime-communityrating](#).

Questions?
If you have any questions or queries, please contact the Vhi Concierge Line on [056.7753228](tel:056.7753228).

Continue

Welcome to Vhi for "Your Group Scheme!"

MyVHI login

What would you like to do?

Join
Set up a Vhi Healthcare policy in your group scheme today.

Add
Would you like to add someone to your current policy?

You will be given some information about Lifetime Community Rating (LCR) and asked questions about LCR loadings for people on your policy.

If applicable, your subsidy entitlement details will be included here.

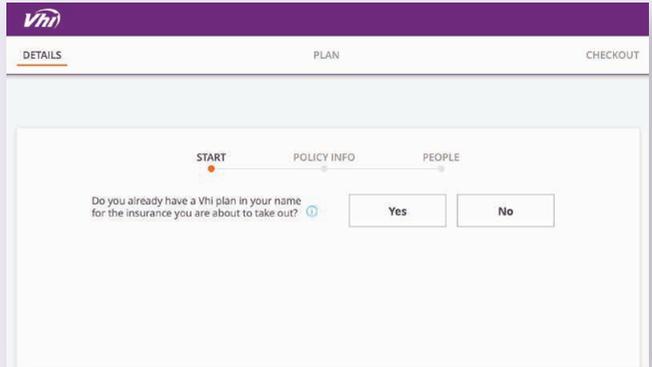
Click 'Continue' to proceed.

Step 3: Already an existing member?

You will be asked if you are an existing Vhi insurance policy member.

Click 'Yes' if you are an existing policy member and fill in your policy information to proceed.

Click 'No' if you do not have an existing policy number.



Vhi

DETAILS PLAN CHECKOUT

START POLICY INFO PEOPLE

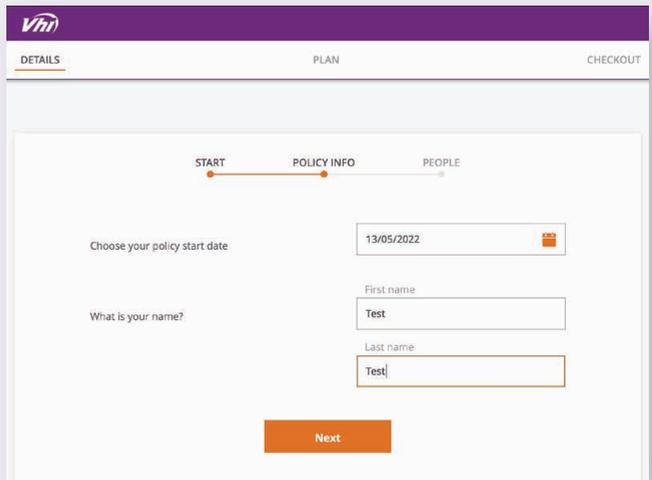
Do you already have a Vhi plan in your name for the insurance you are about to take out? ⓘ

Yes No

Step 4: Entering your details

Input policy start date along with your personal information.

Click 'Next' to proceed.



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DETAILS PLAN CHECKOUT

START POLICY INFO PEOPLE

Choose your policy start date

13/05/2022

What is your name?

First name

Test

Last name

Test

Next

Step 5: Further personal information and details of additional members, if any

START POLICY INFO PEOPLE

Insure me.

First name
Test

Last name
Test

Your date of birth
01/01/1990

 Add Person

Next

Continue to fill in your personal information.

Also, if you want to include additional people on your policy, please fill in their details.

Click 'Next' to proceed.

Step 6: Selecting your cover and process completion

To view a breakdown of the costs, click here.

Click on 'Sign Up' to set up the policy.

This is where you can choose your cover for yourself and your family.

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DETAILS PLAN CHECKOUT

Period of Cover: 13/05/2022 - 01/11/2022 You Pay €0.00 - Company Pays €597.62 Show Details Sign Up

Plan Name	Price	Test Test (+Price)
PMI 36 13	€558.60	<input type="checkbox"/> (+€558.60)
PMI 43 16	€597.62	<input checked="" type="checkbox"/> (+€597.62)
Company Plan Extra Level 2	€880.13	<input type="checkbox"/> (+€880.13)

Cover >

- SWIFTCARE CLINICS
- DAY TO DAY
- FAMILY PLANNING
- FAMILY BENEFITS
- CARDIAC
- COMPLEX CARDIAC PROCEDURES
- JOINT REPLACEMENT
- OPHTHALMIC PROCEDURE
- PSYCHIATRIC

Add People

Show Benefits

Step 7: Fill in your additional personal details

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DETAILS PLAN CHECKOUT

PEOPLE PREFERENCES REVIEW

Nearly there!

Just a few more details needed...

Test
Policy Holder

PMI 43 16

Title
Please select

First name
Test

Last name
Test

Date of birth
07/08/1990

Address line 1
Type address here

Address line 2
Type address here

Town or City
Type city here

County
Select county

Email address
Type address here

Mobile number
e.g. 0871234567

Staff Number
9999
Please enter

Are you a Vhi member?

Who was this person's previous health insurer?
Check for any waiting periods from a previous health insurer
Please select

PPS Number
(If available)
Enter number

Next

You will be required to provide additional personal information such as your address, contact number and previous health insurance information.

Click 'Next' to proceed.

Step 8: Complete the process

Do one final check, then click to confirm.

You're almost there, please double check that your details are correct.

Please double check your details and complete your transaction

Complete the process.

Complete

The screenshot shows the VHI website's checkout process. At the top, there is a purple navigation bar with the VHI logo and three tabs: 'DETAILS', 'PLAN', and 'CHECKOUT'. Below the navigation bar, a progress indicator shows three steps: 'PEOPLE', 'PREFERENCES', and 'REVIEW', with 'REVIEW' being the current step. The main heading is 'Final step' in purple. Below this, a blue circle contains the text 'Please double check your details and complete your transaction'. The central content area is titled 'YOUR HOSPITAL COVER' and displays the following information: 'Test Test' (Policy holder), 'PMI 43 16', 'Policy start date: 06/05/2022', and 'Policy renewal date: 01/11/2022'. The 'TOTAL COST' is listed as '€621.94'. A note states: 'Your total cost of €621.94 will be fully subsidised. You may cancel your policy within 14 days of receiving your policy documents if you decide that it does not meet your requirements. See our Terms and Conditions for details.' At the bottom of the content area is a large orange button labeled 'Complete'.

