

How do I navigate through ACCESS HRA?

Navigation - Once you have entered ACCESS HRA, please do not use the Forward, Back or Stop buttons on your browser. Instead, use the ACCESS HRA navigation buttons on the web page.

A blue rounded rectangular button with the text "Next" in white.

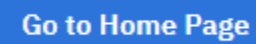
Next - Clicking the Next button will take you to the next page.

A blue rectangular button with a white left-pointing arrow and the text "Back" in white.

Back - Clicking the Back link will take you to the previous page.

Save & Exit

Save & Exit - Clicking the Save & Exit link will give you the option to save a draft application.

A blue rounded rectangular button with the text "Go to Home Page" in white.

Go to Home Page - Clicking the Go to Home Page button will return you to the ACCESS HRA Home Page if you are not logged in, or to your User Home Page if you are logged in to your ACCESS HRA account.

Required

Required Information - When you see this text, you must answer the question.

A white rectangular box with a thin black border and a small black downward-pointing arrow on the right side.

Drop-down Box - A drop-down box contains a list of possible options. To see the list, click on the down arrow. You may take action to choose the best option that will answer the corresponding question.

A small, empty square box with a blue outline.

Check Box - By clicking the box you will select the option next to the check box.

A small, empty circle with a thin black outline.

Radio Button - By clicking the radio button you will select the option next to the check box.

Progress Indicator - This will tell you how many sections you have completed and how many sections are left to complete within an online application.

Home

Home - Clicking on this link in the header will take you to your User Home page.

Benefits

Benefits - Clicking on this link in the header will take you to your Benefits page.

Appointments

Appointments - Clicking on this link in the header will take you to your Appointments page if you are linked to HRA, or to the Find My Case page if you are not linked to HRA.

Documents

Documents - Clicking on this link in the header will take you to your Documents page if you are linked to HRA, or to the Find My Case page if you are not linked to HRA.

Payments

Payments - Clicking on this link in the header will take you to your Payments page if you are linked to HRA, or to the Find My Case page if you are not linked to HRA.

E-Notices

E-Notices - Clicking on this link in the header will take you to your Notices page if you are linked to HRA, or to the Find My Case page if you are not linked to HRA.

Partners

Partners - Clicking on this link in the header will take you to your Notices page if you are linked to HRA, or to the Find My Case page if you are not linked to HRA.

Profile

Profile - Clicking on this link will take you to your Profile page.

Help

Help - Clicking on this link will take you to the ACCESS HRA Help page.

Log Out

Log Out - Clicking on this link will log you out of ACCESS HRA and take you to the ACCESS HRA Home page.



More Information Icon - Certain pages in ACCESS HRA contain additional help text to provide information about a specific section. Clicking the question mark icon will show additional information.

English



Language Selection - Clicking on the arrows in this dropdown box will allow you to change the language you use in ACCESS HRA.