

## How to Access Insurance Cards

### Blue Cross Blue Shield (Medical Insurance)

- Blue Cross Blue Shield is used for your Medical Insurance, you will receive a BCBS ID card in the mail in an **unmarked envelope**.
- Your ID card contains your medical ID number and pharmacy information
- You can access your BCBS ID card digitally!

### How to access your BCBS ID card digitally:

- Register for BCBS “My Health Tool Kit” by following the below steps:

#### GET STARTED TODAY



Why wait? It's easy to sign up for My Health Toolkit. In just a few clicks, you'll have everything you need at your fingertips.

1. Go to [www.SouthCarolinaBlues.com](http://www.SouthCarolinaBlues.com) and select Register Now.
2. Enter the number on your I.D. card and your date of birth. If you don't have your membership card, enter the policyholder's Social Security number.
3. Choose a username and password.
4. Enter your email address and choose to go paperless.

- After you register and login, select “ID Card” from the top right panel



- If you would like to request another card through mail, select “request card through mail” at the top of the digital ID card.

[Request Card Through Mail](#)

- You can also download the “MyHealth Toolkit” app to your smart phone or tablet

### Advantages of the BCBS Digital ID Card:

- The digital card is identical to the BCBS plastic card, and can be accessed 24/7 via smart phone, tablet or computer
- This card can be easily emailed to a doctor or pharmacy

### Guardian (Dental and Vision Insurance)

- **If you are enrolled in BOTH Dental and Vision, you will use the same ID card**, follow the instructions below to register with Guardian to view your ID card and benefit information.
- **The digital cards may look different from printed copies. The provider only needs your Name, SSN and Date of Birth to verify your benefits**
- **How to access your Dental ID card and Vision ID (VSP Choice) Cards.**
  - To access, log onto [www.guardiananytime.com](http://www.guardiananytime.com) and select “My Account/Login” at the top right of the screen. If you are a first-time user, select “Register Now” as a “Member”. Your Group number is **00553596**. Once registered you can view, print or email your Dental ID card or Vision ID card **\*If enrolled in Dental AND Vision, you will use the SAME ID card for both\***

**\*Questions? Call or email Alera at 864.233.1101 or [employeeecare@aleragroup.com](mailto:employeeecare@aleragroup.com). Remember to include your name, your employer’s name and the nature of your issue when emailing.**