EBA&M GATEWAY - MEMBER PORTAL

WELCOME TO YOUR NEW MEMBER PORTAL

The EBA&M Gateway plan member portal is now available. Once registered, you will have access to your claims history, explanation of benefits (EOBs) and helpful plan information like benefit summaries and a link to your provider network. You'll also be able to request a new ID card and interact with our customer care department through the Messenger Center feature.

HOW DO I ACCESS THIS INFORMATION?

STEP 1: From the Internet, go to www.ebam.com and click on "Member Login" in the top right corner.

STEP 2: Select the EBA&M ID card that you were issued through your employer.

STEP 3: Click the "Click here to register and/or enroll" link. You will need your social security number and date of birth to set up your online account.

STEP 4: Select "Member" from the drop-down menu.

STEP 5 : Fill in the required fields and click submit:

Register

Please select the portal you wish to register for.

By registering, you are consenting to the collection of your email and cell phone number, which may be used to contact you by email or text about important events associated with your account. As part of our privacy guidelines, we do not sell or share your information with third parties or other entities. However, if at any time you do not wish to be contacted by email or text, you may change your communication preferences by logging in and updating it under manage profile.

Portal

Member ▼

SSN
000-00-0000

Birthdate

First Name

Last Name

Username

Email Address

Cell Phone Number *
123-456-7890
If you prefer not to enter your cell phone number, please enter 999-999-9999. Thank you.

Password

Confirm Password

CANCEL SUBMIT

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EMPLOYEE BENEFITS
ADMINISTRATION & MANAGEMENT

STEP 6 : Once Clicking submit you will receive the following confirmation:

> **Register**
>
> Thanks for Registering
> Please check your email to validate your account.

STEP 7: Check your email for the following email. Click the link in your email.

> VBA Gateway - Registration Confirmation ➤
>
> vbagateway@vbagateway.com
> to me ▾
>
> **EBA&M**
> **EMPLOYEE BENEFITS**
> ADMINISTRATION & MANAGEMENT
>
> **Thank you for registering**
>
> To complete the registration process, please click the following link:
>
> https://ebam.vbagateway.com/index.html#/activate/eLeeOweVm1OKNHIZNjlr4A2
>
> © 2014 Virtual Benefits Administrator

STEP 8: After clicking the link in your email, click the green "CLICK HERE TO ACTIVATE ACCOUNT"

> **Activating Your Gateway Account**
>
> Please click the "Activate" button to activate your Gateway account.
>
> **CLICK HERE TO ACTIVATE ACCOUNT**

STEP 9 Your account has now been created and activated. You will receive the following message. Click the "Click here to login" to be redirected to the login page. Log in using the Username and Password you created in Step 3.

> **Activating Your Gateway Account**
>
> Your VBAGateway account is now active. Click the link below to proceed to the login page.
>
> **Click here to login**

If you have any questions related to the portal or need help creating your account, please contact registration_assistance@ebam.com.

IMPORTANT NOTE:
- Dependent Spouse and Dependent Children will need to set up their own Gateway account.

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