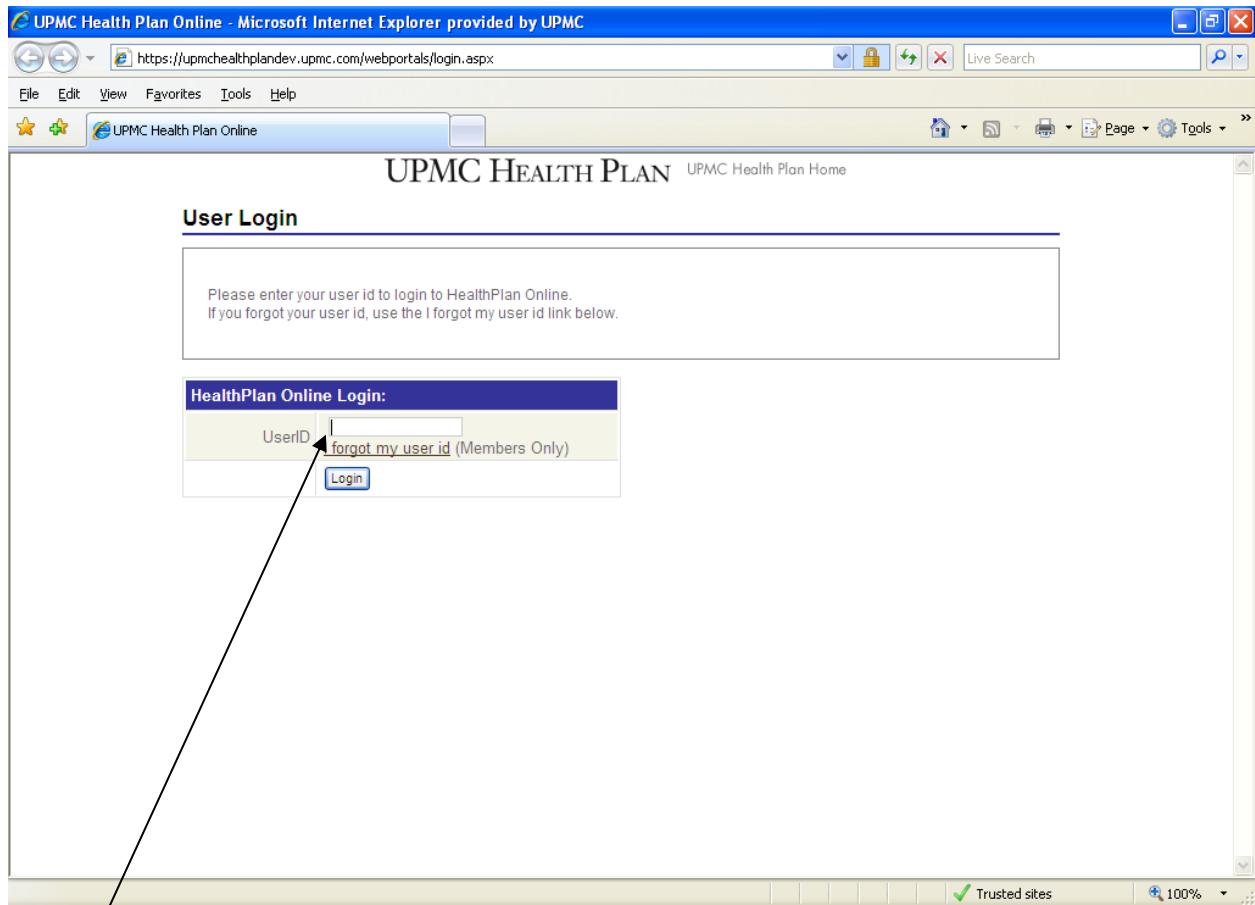
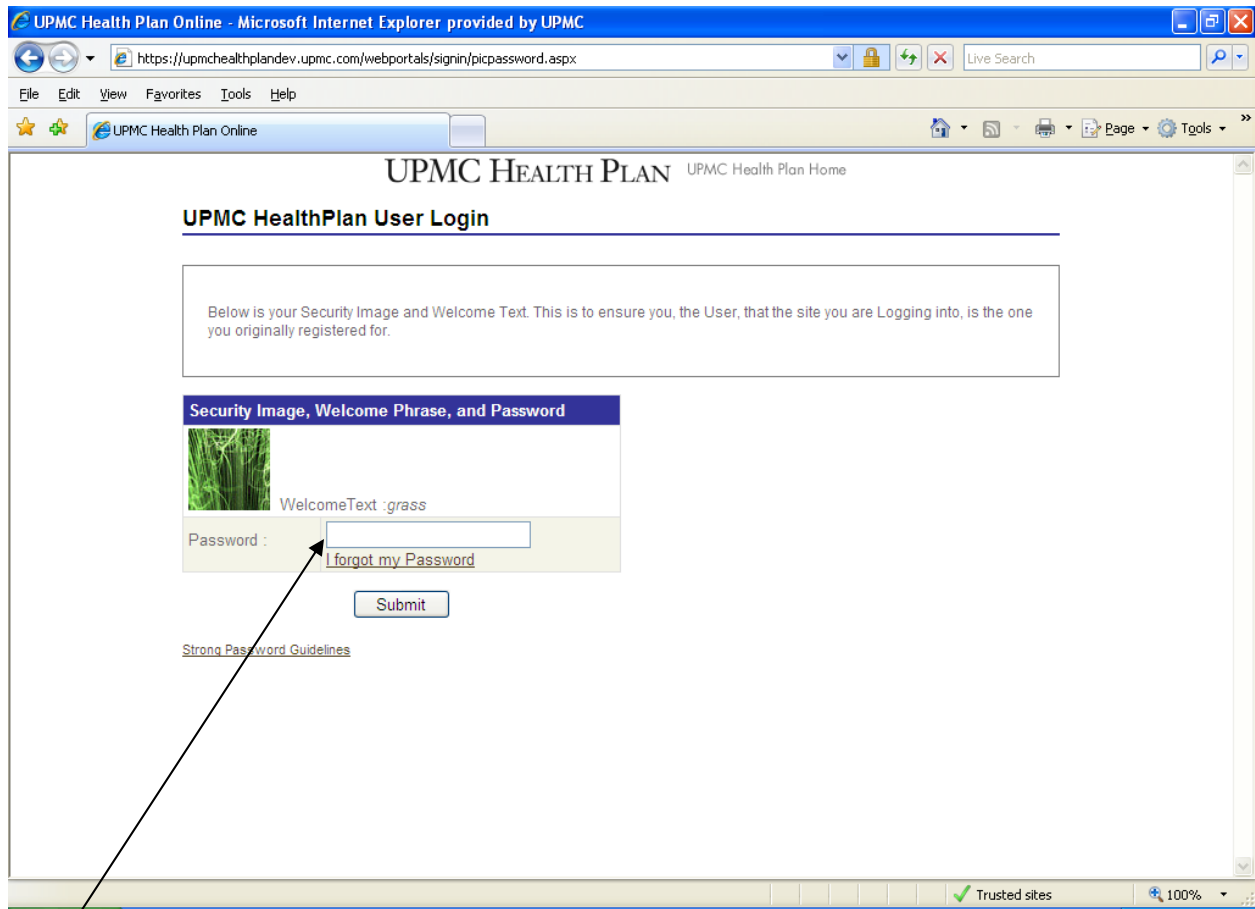


Access UPMC Health Plan online

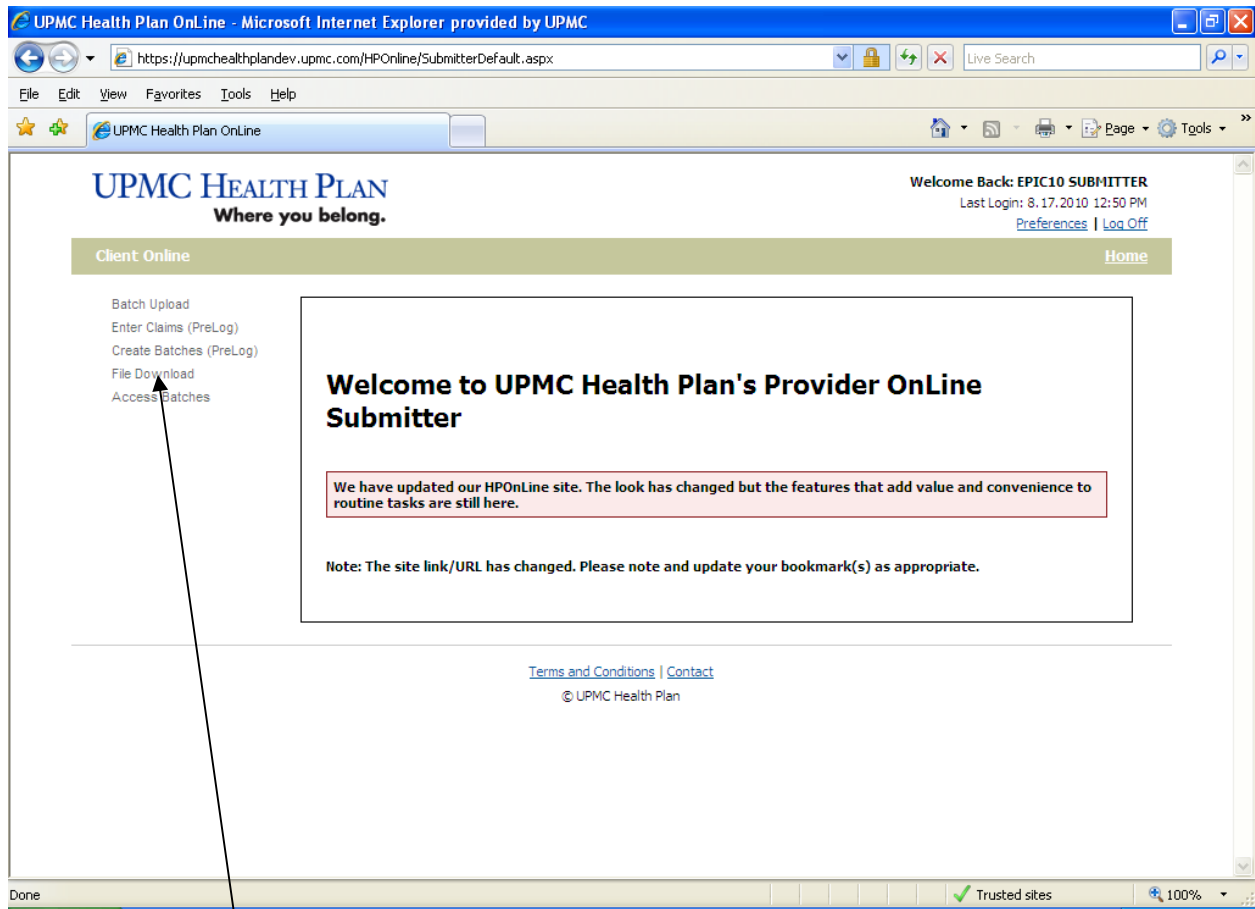
<https://upmchealthplan.upmc.com/WebPortals/Login.aspx>



Enter user ID and click on login



Enter Password (case sensitive) and click on submit



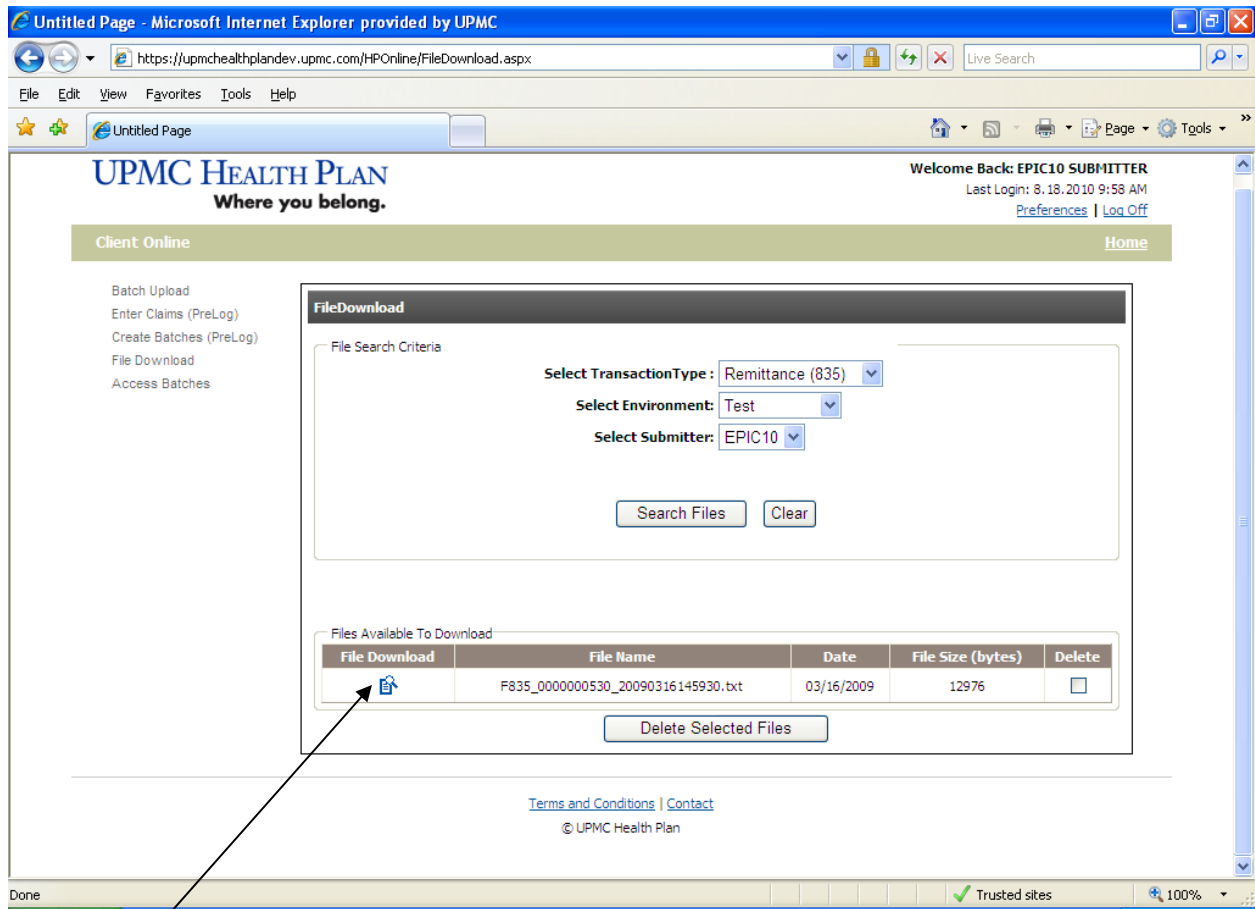
<left click> file download

The screenshot shows a web browser window with the address bar displaying `https://upmchealthplandev.upmc.com/HPOnline/FileDownload.aspx`. The page header includes the UPMC Health Plan logo and the slogan "Where you belong.". A user is logged in as "EPIC10 SUBMITTER" with a last login time of 8:17:2010 12:50 PM. The page is titled "Client: Online" and has a "Home" link. A sidebar on the left lists navigation options: "Batch Upload", "Enter Claims (PreLog)", "Create Batches (PreLog)", "File Download", and "Access Batches". The main content area is titled "FileDownload" and contains a "File Search Criteria" section with three dropdown menus: "Select TransactionType:" (set to "Remittance (835)"), "Select Environment:" (set to "Test"), and "Select Submitter:" (set to "EPIC10"). Below these are "Search Files" and "Clear" buttons. A "Files Available To Download" section contains a table with one row of data:

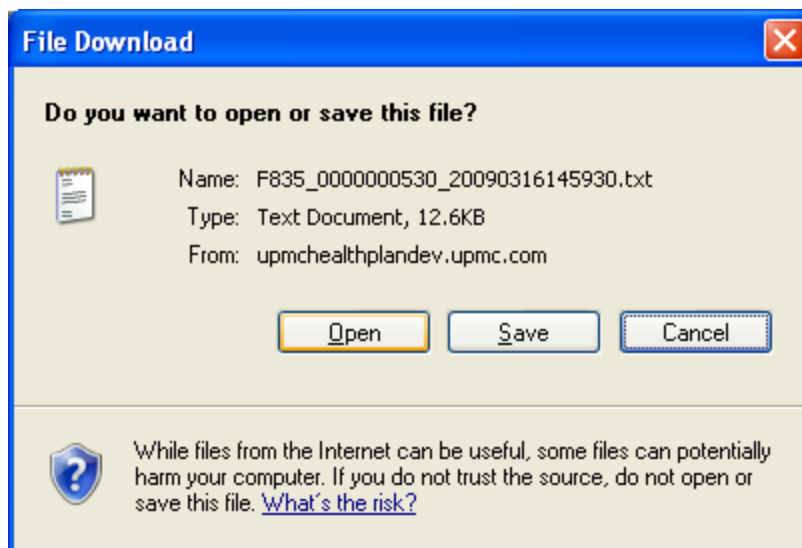
File Download	File Name	Date	File Size (bytes)	Delete
	F835_0000000530_20090316145930.txt	03/16/2009	12976	<input type="checkbox"/>

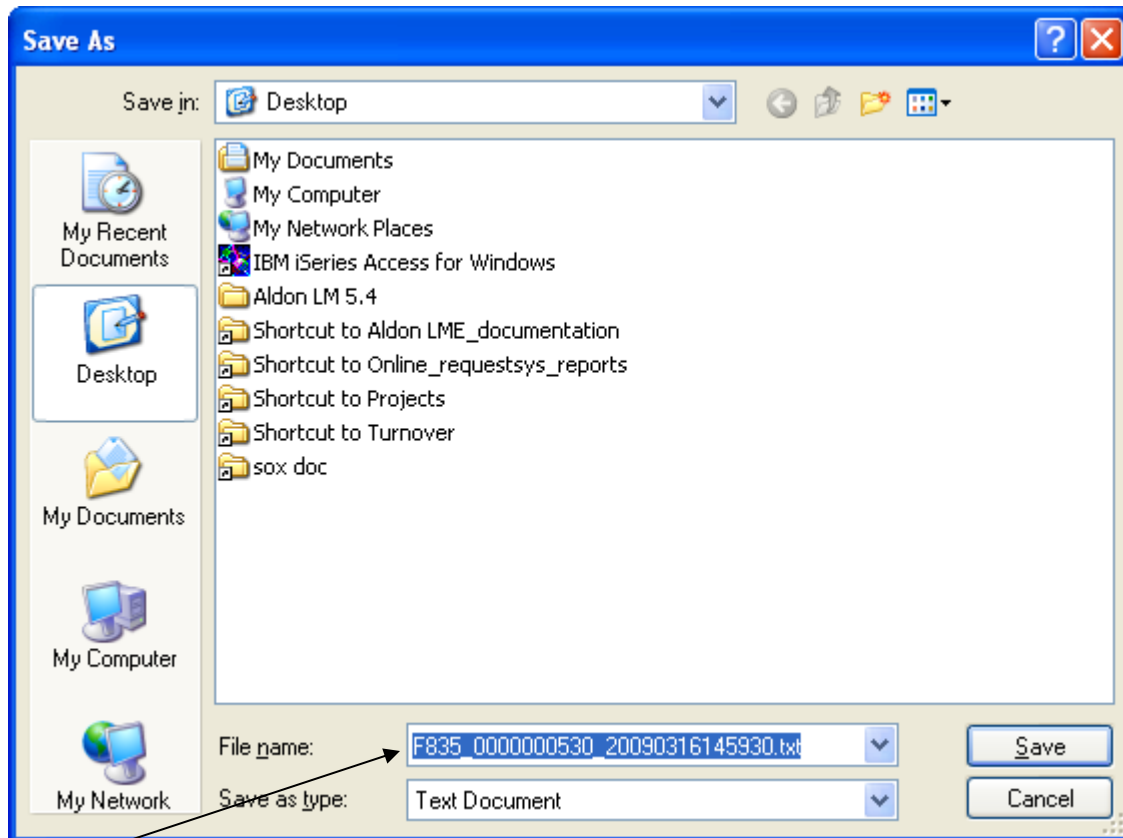
Below the table is a "Delete Selected Files" button. At the bottom of the page are links for "Terms and Conditions" and "Contact", and a copyright notice for UPMC Health Plan. The browser's status bar at the bottom shows "Done", "Trusted sites", and "100%".

Click on 'select environment ' and change to production. files available for download will be listed.

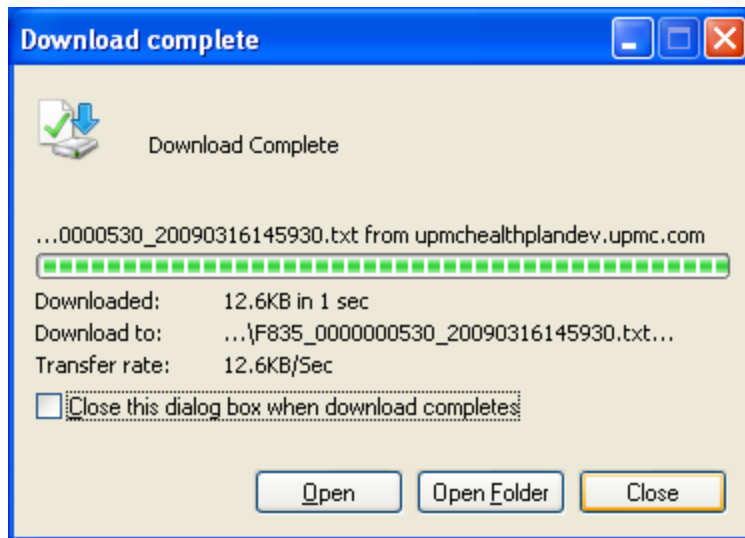


Double click on file to download

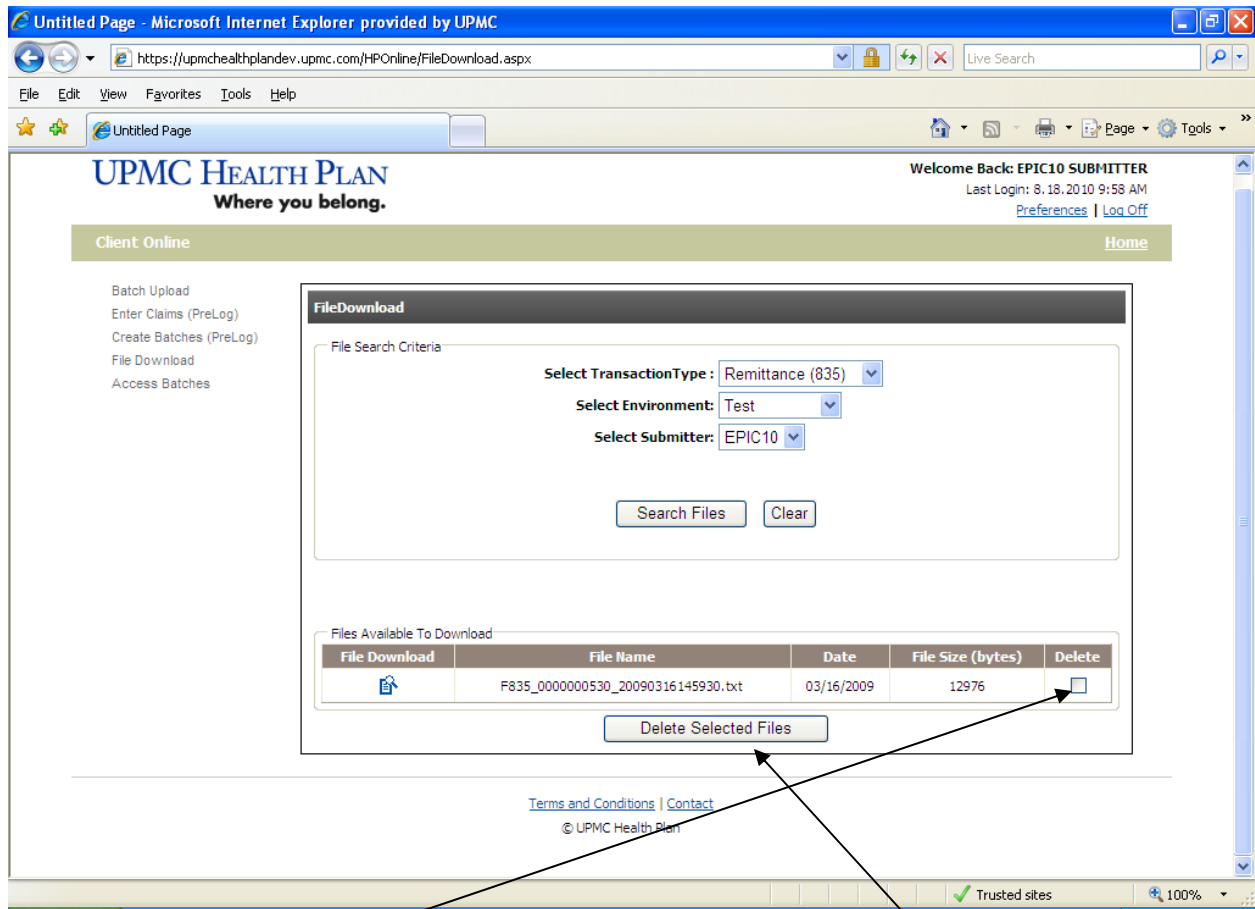




Save as a .txt file on your drive.



When 'download' is complete, click on close.



*Click on delete after the file download is done. Then hit the 'delete selected files' button.

Then logoff.

*this does not delete the file , but archives the data. If you need to have it retrieved from the archive, send an email to HPEDINOTIFY@UPMC.EDU.