



Below are the instructions to set-up an online account with Mutual Medical Inc. This will provide you access to your eligibility record and claims history for your Medical and Dental coverage.

Access the Website at: [www.mutualmedical.com](http://www.mutualmedical.com)

**Get Online Now**> Member Portal >click on the Details tab

**Create account** > agree to License agreement

Enter Personal information as requested>

Subscriber SSN, Last Name, DOB, Zip code, Group ID (**enter the letters GR**)

Set-up> create Username, add email address, and create password

Answer security questions

Validate email with email link sent.