



Guardian Anytime: Portal Enhancements for Brokers

Guardian's online solution for benefits administration, enrollment, and employee education continues to evolve to make the process easier to access the information you need to service your clients. While the functionality is always evolving to meet your needs, here are the areas you can access:

Group information

- View Group Contact Information, Class/Benefit Summary, & Pended Transactions
- Request Plan Changes
- HCR Dental Renewal

Members

- View & Update Member Information
- Enroll a New Member
- Update Multiple Members
- View Pended Transactions & Evidence of Insurability Status
- Download 6-month Evidence of Insurability Status Report

Billing

- View Billing Overview & Estimated Bill
- View, Download & Print Billing Statements
- View, Email, or Print Payment History

The following functions are only available to Planholder Role:

- Change Billing Option & Make a Payment

Forms & materials

- Forms, Certificate Booklets, & Policy Riders
- Find a Local Provider
- Renewal Packages, Summary of Benefits, & Confirmation of Benefits (COB), Payroll Deduction Statements
- Enrollment (ePOD) & Marketing Materials
- View Order Status
- Dental & Vision Cards

The following functions are only available to Planholder Role:

- STD Authorization Cards

You also can view transaction logs and access our Enrollment Mapping Management Application (EMMA) for new business and add issue. Our team is currently working on expanding future access for viewing 5500 reports, dental max rollover, and disability reports as well as viewing claims status and look forward to sharing those updates in the future.

We encourage you to register today!

Already registered? You can add an additional role to your existing user ID. [Click here](#) for details on how to do this.

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