This allows providers to view and print Patient Eligibility and Benefit information for up to ten patients at a time. Patient Eligibility is available for both current and previous coverage.

**Getting Started**

1. **Sign In** to UnitedHealthcareOnline.com

![Sign In to UnitedHealthcareOnline.com](image1)

2. Select the UnitedHealthcare Online application on Link

![Select the UnitedHealthcare Online application on Link](image2)

**Patient Search**

1. Search for a single patient directly from the UnitedHealthcareOnline.com home page using the Check Eligibility & Benefits search box.

![Check Eligibility & Benefits search box](image3)

**Patient Search (continued)**

Search for Multiple Enrollees

1. Select the Search for Multiple Enrollees link (shown above).

![Search for Multiple Enrollees link](image4)

**Note:** You may also search for multiple enrollees by selecting Patient Eligibility from the Patient Eligibility & Benefits drop down menu on the home page.

**Patient Search**

Search by:
- Enrollee#, DOB Search
- Enrollee#, Name Search
- Alpha Search
- Swipe/Scan Health Care ID Card

![Search options](image5)

**NOTE:** For additional information on Search options refer to the Patient Eligibility Step by Step Help.

**Patient Selection**

**Patient Search by (Search Again) Section**

1. Enter required patient information to search for a new patient.
2. Click the Search Again button.

![Patient Search by (Search Again) Section](image6)

**Search Results Section**

1. Select the check box and click the View Eligibility Details page associated with the patient you would like to view eligibility information for, OR
2. Click the Details link associated with the patient you would like to view eligibility information for.
NOTE: The benefit detail information that displays is for the current benefit year only. The information for previous and future benefit years will not display regardless of the date entered on the eligibility screen.

Eligibility Details Tab: Includes Patient Details; Primary Care Physician Details, Coordination of Benefits, Lab Information, and Radiology Information.

Deductibles & Out of Pocket: Individual and Family Deductibles & Copay Information (including CDHP information, if applicable).

Copays & Coinsurance: In Network and Out of Network information including Benefit, Copay/Coinsurance, Status and any applicable notes.

Additional Benefits Information Tab: Includes additional links to information on Other Benefits, etc.

Additional Quick Reference available on UnitedHealthcareOnline.com.