

Go to P&A's website at www.padmin.com and navigate to the blue login box at the top of the page. Select **Employees**.



## 2 Under , enter your username and password and click . If you are a first time user, click SuV

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## **Note:** This example is for illustrative purposes only.

3 After you successfully logged into your account, your will be displayed. This shows a summary of every plan made available to you through your employer.

Click to expand the Benef ts Summary and display claims submitted, pending claims, claims paid and contributions.



(800) 688-2611 |