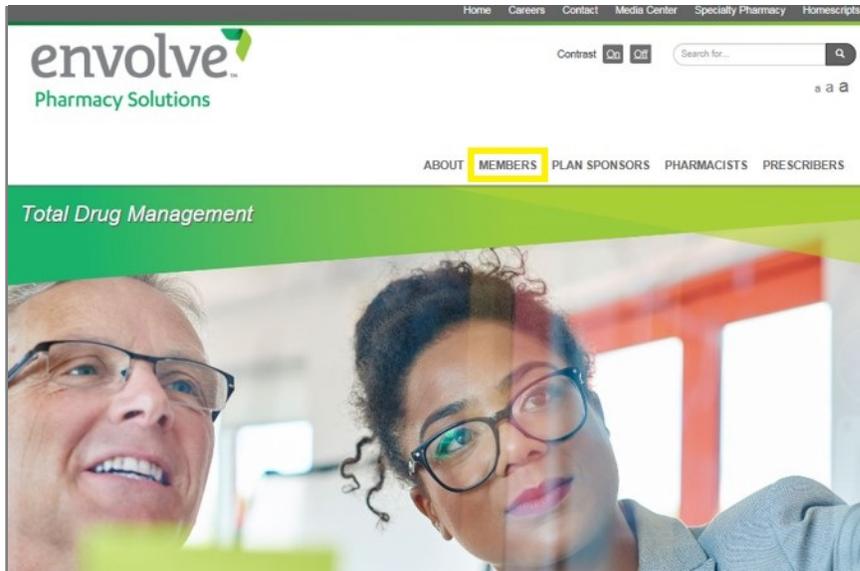
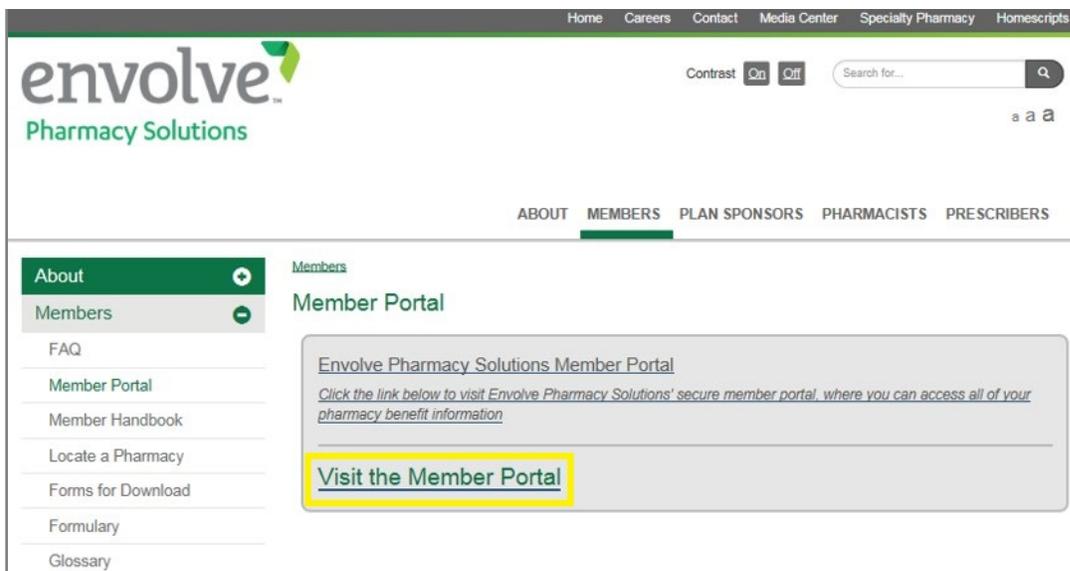


## Directions to the Member Portal

1. Go to EnvolveRx.com and hover over **“MEMBERS”**
2. Click the “member portal” link from the **“MEMBERS”** submenu

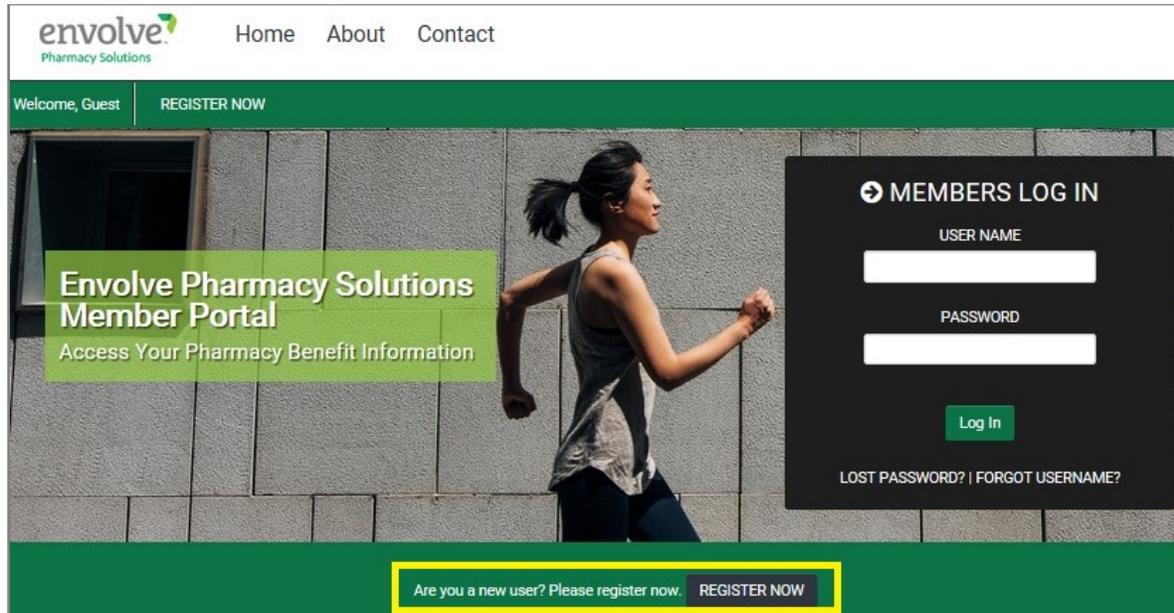


3. Click the [“Visit the Member Portal”](#) link on the **“Member Portal”** page



## How to Register

1. Click the “ **REGISTER NOW** ” button



2. Rx Group ID: 24513
3. Member ID: Your Berry College employee ID  
*Note: Add leading 0's until your ID is 9 digits long*  
*For example, for employee ID 18, enter "000000018"*
4. Follow the remaining prompts to select security questions, verify your email address and choose a secure password

### REGISTER NOW

**i** ENTER YOUR INFORMATION

Welcome to the Envolve Pharmacy Solutions Member Portal!  
To get started, please enter the requested information below to register your account.  
Please note: Members must be 18 years of age or older to register.

[Help](#)

Rx Group ID

Member ID

First Name

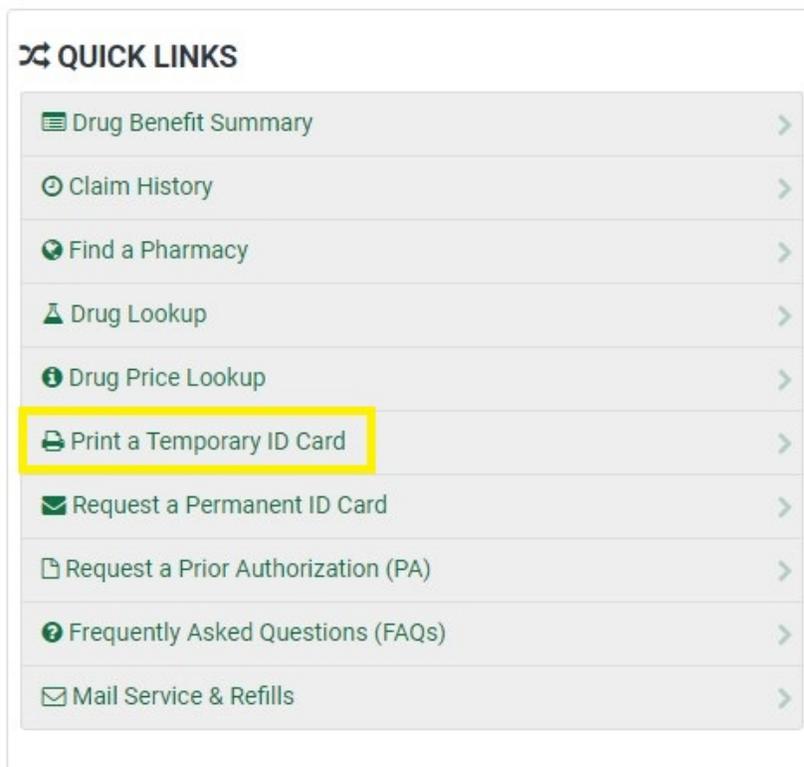
Last Name

Date of Birth

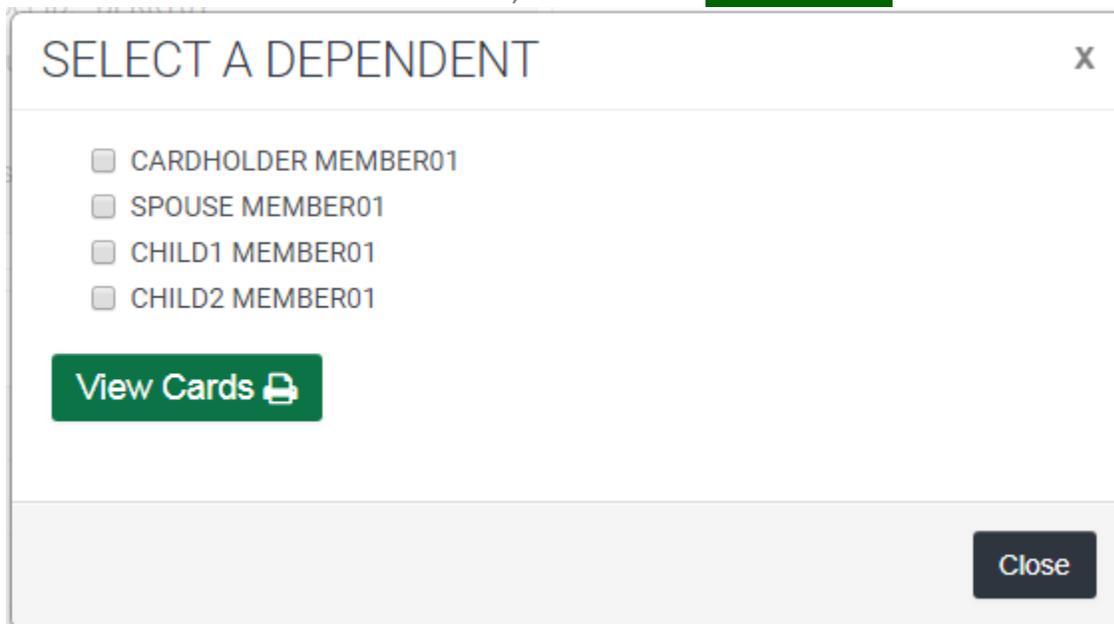
[Next](#)

## Printing a Temporary ID Card

1. On the member center under the quick links section select “Print a Temporary ID Card”



2. Select all member cards needed, then click “View Cards”



*Here is an example where the member and the spouse were selected.  
The system displayed a PDF document that can be printed with the ID cards.*



Below are temporary pharmacy benefit Member ID Cards that we have generated for the selected dependents. These cards can be used only by the pharmacy when processing prescription claims. Follow these easy steps to begin using these cards:

1. Print out these pages
2. Cut out the temporary cards along the dotted lines
3. Contact Member Services to request new permanent cards
4. Begin using the temporary cards to access pharmacy member benefits



**For further assistance, please contact Envolve Pharmacy Solutions member services at (866) 912-0328.**