

HAWAII

Online Account Services

Manage your account directly on account.kp.org



Get time back on your side

With a wealth of convenient online tools and resources, you can now easily manage your account with Kaiser Permanente directly on account.kp.org. And when administration is simpler, that means you can spend more time focusing on what really matters - the health of your business and your employees.

How to register

1. Go to account.kp.org and select "Welcome, employers" and continue.
2. Select "Register for an account"
3. Complete the registration form and click "Submit" where you'll be taken back to the home screen.
4. Click "Fill out this online form" to request an access code.
5. Your access code should be emailed to you in 3 to 5 business days.
6. Upon receipt of your access code, you can enter this code to link your group to the account.

Convenient, easy-to-use online tools for employers

Secure online account services make it faster for you to organize, update, and administer your Kaiser Permanente health plan benefits. Log on 24 hours a day, 7 days a week to:

- **NEW!** view small group renewals
- access your account status
- delegate a broker or staff member to access your account as an administrator
- self-register and choose your own user ID and password
- view and pay your bill online
- add or remove employees and dependents
- update member information
- view and download your current member list

Our suite of tools is available around the clock at no additional charge. With easy and intuitive navigation on every page, you can move quickly and efficiently through all of your transactions – saving time for what really matters to your business.



Get the help you need

For questions about online account services or other employer tools, contact your Kaiser Permanente representative.

For technical questions about your online account services, call **1-866-575-3562** or email CSC-SD-CAS-Web-Support@kp.org.