



# ***My*Solstice Provider Registration Guide**

Solstice Benefits, P.O. Box 19199 Plantation, FL. 33318  
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## Register with MySolstice

Welcome to MySolstice, your user-friendly, intuitive provider portal. At Solstice, we leverage technology to give you the information and resources you need as a Solstice provider, so you can do what you do best: partner with our members to manage their dental and vision care.

To help you take care of the everyday tasks you perform to serve our members, we created a provider portal that allows you to verify member eligibility, file claims, view Schedules of Benefits and much more. Take advantage of this tool today by signing up for an account. Here's how:

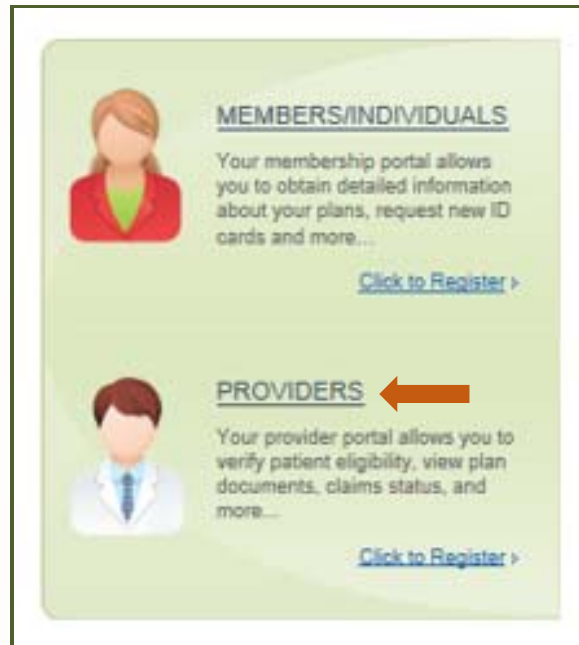
1. Click on your Internet browser.
2. In the address line type <https://www.mysolstice.net>. This will bring you to the MySolstice user Log in page.

The screenshot shows the MySolstice login page. At the top, it displays the date "Thursday, November 17, 2016" and a "Login" link. The MySolstice logo is on the left, and "HOME CONTACT US" is on the right. The main content area contains three paragraphs of text: "Solstice Members and Providers, please log in to the MySolstice portal below or click [here](#) to create your account.", "Benefits Administrators, your portal has moved! Please visit the Solstice Marketplace ([www.solsticemarketplace.com](http://www.solsticemarketplace.com)) to manage your benefits.", and "Questions? Call us toll-free at 1.877.760.2247 Monday through Friday from 8 a.m. to 6 p.m. ET or email us at [contact@solsticebenefits.com](mailto:contact@solsticebenefits.com)." Below this is a green box with a lock icon and the text "Please login to your Solstice account". Underneath are two input fields for "Username" and "Password". A blue "Log in" button with a lock icon is next to the password field, with an orange arrow pointing to it. Below the button is a link for "Forgot your password?". At the bottom of the form area, it says "Not registered with MySolstice yet? [Sign up for an account now](#)". The footer contains links for "Home", "FAQs", "Contact Us", "Terms and Conditions", and "Privacy Policy", along with the copyright notice "© Copyright 2016 Solstice, Inc."

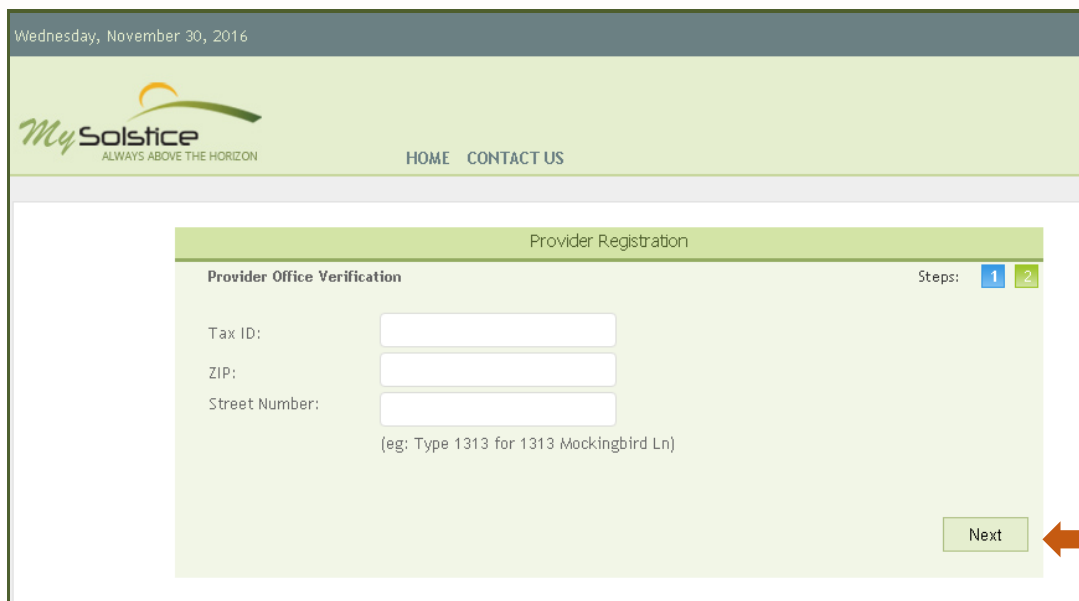
3. Then, click on the link, **Sign up for an account now**. You will arrive at the registration home page.



4. Select **Providers** to sign up for your *MySolstice* account.



5. Enter the requested information in order to verify your office and then click **Next**.



6. Enter your email address, your username and password.





- Then, use the drop-down arrow menus to select three security questions and answers. It's a good idea to keep these in a safe place so if you ever need to, you can reference them.
- Be sure to review the **Terms & Conditions** and click the check box once you are finished.

Wednesday, November 30, 2016 Login

**My Solstice**  
ALWAYS ABOVE THE HORIZON

HOME CONTACT US

Provider Registration

Online Account Registration Steps: 1 2

Welcome M & C Dental Service [Not M & C Dental Service?](#)  
MemberID: 30524536

Email:

Username:  [Check Availability](#)

Password:  8-16 characters with at least 1 number & 1 upper case letter.  
Special characters @! & allowed.

ReType Password:

Security Question:

Security Answer:

Security Question:

Security Answer:

Security Question:

Security Answer:

I have read and I agree to the [Terms & Conditions](#)

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1-877-760-2247  
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- Finally, click **Next**.





You're almost done! Once you click **Next**, you will receive an email with instructions on how to verify your email address.

Clicking **Next** will also bring you to the last page of the provider registration process. If you have not received the email verification mentioned above, click the **Resend Verification** link on this page (right above account login) and it will be resent.

10. If you have received the email, click **Account Login** to access your Solstice provider portal.

Friday, November 11, 2016 Login

**MySolstice**  
ALWAYS ABOVE THE HORIZON

HOME CONTACT US

**Provider Registration**

Thank you for registering your account at MySolstice. You may now log in to MySolstice by clicking the Account Login button below. However, please take a moment to verify your e-mail address.

An e-mail providing instructions on how to verify your e-mail address has been sent. If you do not receive an e-mail within a few minutes please try the Resend Verification link below.

If you have already received the e-mail, please follow the instructions in order to verify your e-mail address.

[Resend Verification](#)

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Once you click **Account Login** you will be logged into your portal. You will see the welcome page below the first time only.

Friday, November 11, 2016 DOUGLAS A GOLDBERG, DMD, PA Logout

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**My Solstice**  
ALWAYS ABOVE THE HORIZON

[HOME](#) [MY ACCOUNT](#) [RESOURCES](#) [CONTACT US](#)

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### Welcome to Solstice Benefits!

You have now successfully accessed our provider portal. This is just one way we provide you with exceptional service! Within this site, you can

- View a patient's Schedule of Benefits
- View a summary of common procedure codes with exclusions and limitations
- Look at patients' eligibility and last date of service for commonly-used procedure codes
- View status of claims
- access a resources page (such as crosswalks for co-branded products, claims addresses, claims clinical guidelines, pre-authorization guidelines for contracted specialists)

Please take some time to familiarize yourself with the site and its capabilities. To get started, click on "My Account" in the menu.

If you have any questions, we are here for you. Please call 1-877-760-2247. Our hours are Mondays through Fridays, 8 am to 5 pm, Eastern Standard Time.

<p> <a href="#">Provider Newsletter</a></p> <p style="text-align: center;"><a href="#">Latest newsletter</a></p>	<p> <a href="#">Solstice News</a></p> <p>Solstice Offers Pediatric Dental Rider for Groups in New Yor... Solstice Benefits, Inc. Opens Office in Orlando Solstice Walks the Walk for the American Heart Association</p> <p style="text-align: center;"><a href="#">More news</a></p>	<p> <a href="#">Solstice Provider Blog</a></p> <p>Quicker claims processing New groups to Solstice Good patient retention practices Office management tips</p> <p style="text-align: center;"><a href="#">Join the conversation</a></p>
<p>☎ 1-877-760-2247 @ <a href="#">Send Email</a></p> <p>✉ Solstice, Inc. PO Box 19199 Plantation, FL 33318</p> <p style="text-align: center;"></p>		

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Registration is now complete and you can begin accessing the exciting tools we have built for you. **\*IMPORTANT\*** your email address can be used in the event your password is forgotten.

### We're here to help.

If you have questions or concerns, please contact us at:

**Solstice**  
 PO Box 19199  
 Plantation, FL 33318  
 Phone: 1.877.760.2247  
 Email: [providerrelations@solsticebenefits.com](mailto:providerrelations@solsticebenefits.com)

Our representatives are standing by and ready to answer any questions you may have about our members, plans, claims and much more.

