

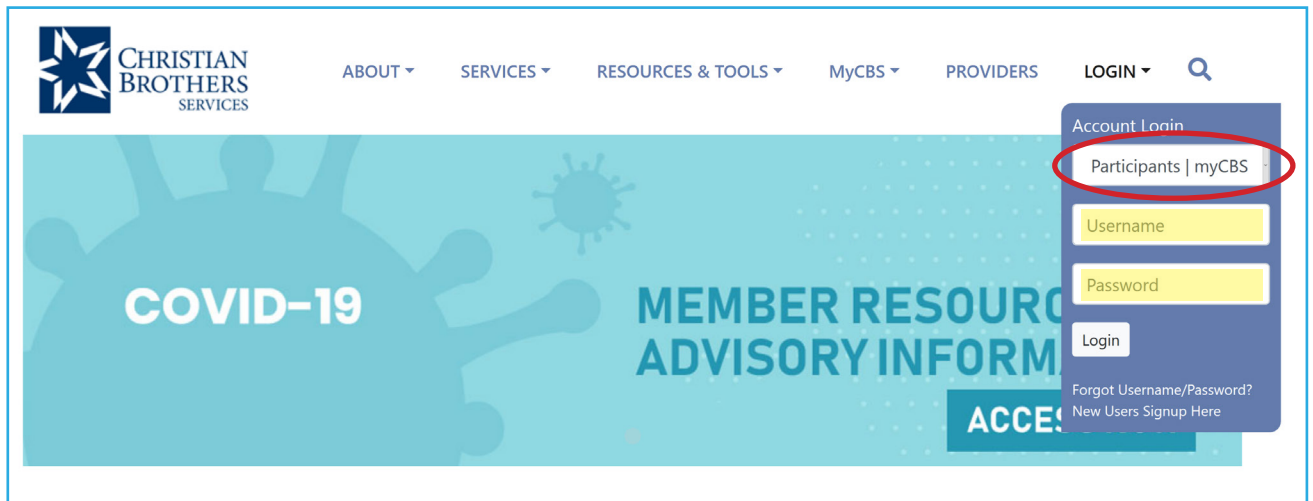


Christian Brothers Services

# Accessing Your Accounts Online

Let's get started! If you already have a Username and Password for the Participants I myCBS login, please follow steps 1, 2, and 3 below to access your benefits. Everyone else can start the registration process on page 3.

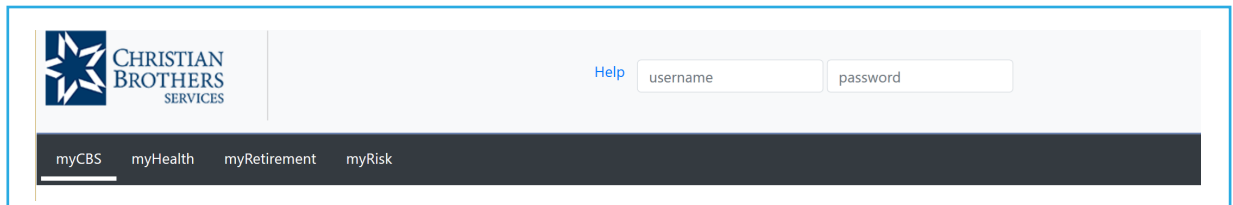
- 1 Go to: [www.cbsservices.org](http://www.cbsservices.org) and select the LOGIN link in the top right-hand corner. The Account Login box will pop up. From this box, select "Participants | myCBS" as shown below. Enter your Username and Password and select Login. For assistance, select Forgot Username/Password?



- 2 Select any of the myCBS links



Or, select myHealth, myRetirement or myRisk in the toolbar to access your plan.





- 3 Under myCBS you will find myHealth, myRetirement and myRisk. If you previously registered for one of the accounts, you will find My Account information listed on the left side of the page when you log in. Review the menu for a list of options. If you need to register for access to another account, please click the "Register" button found on the top right-hand side of the page and scroll to the Plan for which you want to register.

### myHealth

myCBS myHealth myRetire

My Account

- My PPO: [BlueCross BlueShield](#)
- My Dental PPO: [Aetna Dental](#)
- [My Coverage Summary](#)
- [My Prescription Drugs](#)
- [My Claims / Plan Usage](#)
- [My Telemedicine](#)
- [My Open Claims](#)
- [My Wellness](#)
- [View Your ID Card](#)
- [Request ID Card](#)
- [ACA 1095-B Form](#)

### myRetirement

myCBS myHealth myRetirement

My Account

- [My Pension Benefits](#)

Resources


- [Registration Walkthrough](#)
- [403b/401k Funds Offered](#)
- [Vanguard Investment Series](#)
- [CBERP \(defined benefit\) FAQ's](#)
- [Webinars](#)

### myRisk

myCBS myHealth myRetirement myRisk

Resources

- [Auto Assessment Survey](#)
- [Motor Vehicle Reports](#)
- [RPT Webinars](#)
- [Regional Workshops](#)
- [Online Training](#)

 **Your Account Information**

[View Statement >](#)



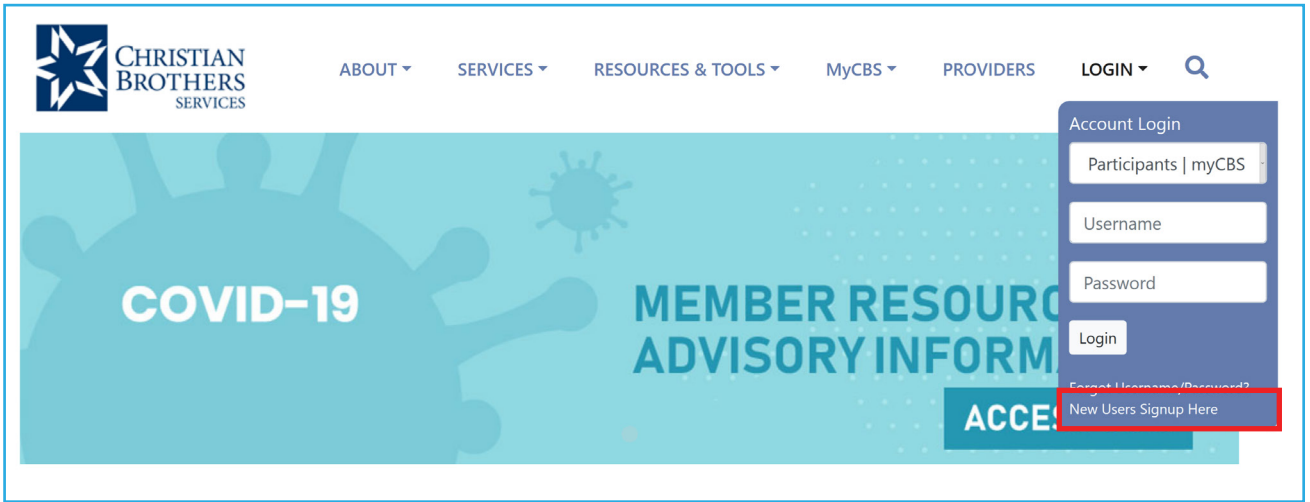
Christian Brothers Services

# Accessing Your Accounts Online

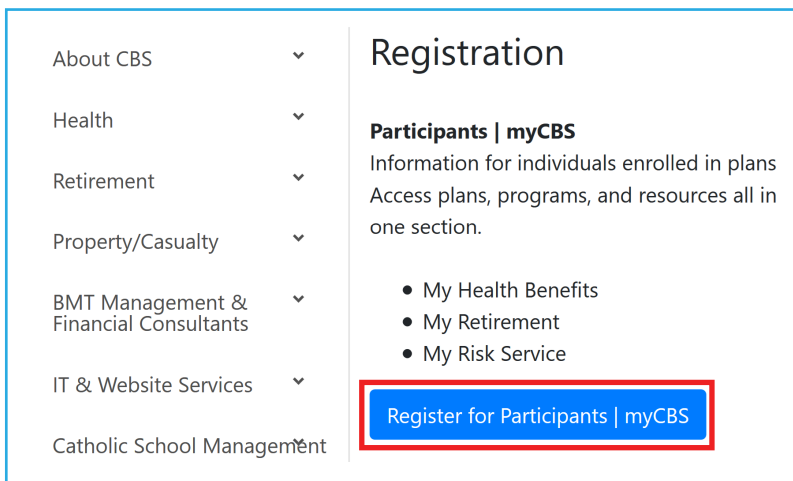
**NEW REGISTRANTS START HERE**

## Step 1

- 1 Go to: [www.cbsecurities.org](http://www.cbsecurities.org) and click the blue box in the right-hand corner. Select "Login" then "New Users Signup Here."



- 2 Select [Register for Participants | myCBS](#)





3 Next, you will need to complete the **myCBS registration form**, which includes sections for **Personal Information, Security Settings, Account Access** and **CBS Subscriptions**. All fields with an asterisk (\*) must be filled. Depending on your benefits, you can also activate access to **myHealth** (ID card required), access to **myRetirement**, or **myRisk**.

### A. Personal Information

#### Personal Information

*First Name:	<input type="text"/>	*Last Name:	<input type="text"/>
Prefix:	<input type="text" value="-None-"/>	Religious Suffix:	<input type="text"/>
*Email:	<input type="text"/>	*Email Confirm:	<input type="text"/>
Alternate Email:	<input type="text"/>	Alternate Email Confirm:	<input type="text"/>

### B. Security Settings

Complete the Security Settings section by entering a Username and Password that conforms to the Username & Password Rules section at the top of the page, then select a question for security questions 1 & 2 and the answers to BOTH.

#### Security Settings

**Username & Password Rules**

- Must contain at least two numbers
- Must be at least 8 characters long
- Cannot contain spaces
- Cannot contain your first name
- Cannot contain your last name
- Cannot be your email address

*Username	<input type="text"/>		
*Password:	<input type="text"/>	*Password Confirm:	<input type="text"/>
*Security Question 1:	<input type="text" value="Please select a question"/>	*Answer 1:	<input type="text"/>
*Security Question 2:	<input type="text" value="Please select a question"/>	*Answer 2:	<input type="text"/>



### C. Account Access

#### Access **myHealth**

Scroll down to the Health and Wellness Section. Enter your Identification Number (ID#) and the Primary Member's Date of Birth. Select **"Verify"** (Your ID card is required to complete this step). This will bring you to the top of the page. Scroll down to verify another account or to save your profile.

#### Health and Wellness

Employee Benefit Trust  
Religious Medical Trust

To activate your ID card please enter your ID# (numbers only) and date of birth in the space to the right and click 'Next'. If your ID# contains letters & numbers, only enter the numbers.  
*(Your ID card is required to complete)*

**Identification Number(ID#):** [Help?](#) **Primary Member's Date of Birth:**

#### Access **myRetirement**

Scroll down to the Retirement Planning Services Section. Enter your **Social Security Number** (SSN) (with or without dashes) and **Date of Birth** in the format shown (mm/dd/yyyy). Select **"Verify."** This will bring you to the top of the page. Scroll down to verify another account or to save your profile.

#### Retirement Planning Services

401k/403b/ERP Account Participant:

**SSN:**  **Date of Birth:**

#### Access **myRisk**

If you would like to receive emails for Risk Management Seminars, select the **"Yes"** box in the Risk Management Services Section.

#### Risk Management Services

Receive emails for Risk Management Seminars:  Yes

After you complete each Account Access section, and **"Verify"** is selected, you are taken to the top of the page. You will need to scroll back down in order to complete another section.



## D. Subscriptions

In the next section: Subscriptions, check or uncheck the CBS communications you would like to receive.

Subscriptions

- CBS Website News
- HIPAA Privacy Policy
- Online Privacy Policy
- Opt-Out of Emails for Value Added Services

Finalize Part 1 of the enrollment process by selecting the **Save Profile** button at the bottom of the screen.


## Step 2

- 1 The registration process is a 2-step process. It is not complete until you have completed Step 2. By now, you should have completed the four sections (**Personal Information / Security Settings/Account Access / Subscriptions**). After you have selected the **Verify** button for each account section and you then selected the **Save Profile** button, you will be taken to the top of the page where the following message will appear:

**Email Verification**

You will need to click the verification link in the email sent to you at the email address entered below in order to continue this process. If you do not receive the email please check your spam or junk email boxes. If the email below is inaccurate, you will need to create a new profile using the correct email address. |

- 2 Go to the inbox of the email address you used to register your account. Look for an email from Membercare with a subject line of Email Verification. Please follow the instructions shown in the email. You will be asked to select a link in the email **“Click here to verify email”** and you will be taken to a screen that confirms that your email has been verified. If you select the link **“Click here to login”** you will be taken back to the home screen. **Note: The link provided is active for 24 hours (Saturday-Thurs- day) or until 10:00 PM (CST) Friday.**

 **CHRISTIAN BROTHERS SERVICES**

Your email address has been verified.

Click the link below to login to myCBS automatically on this browser

Or if you prefer, enter the URL <http://mycbs.org> into a different browser and login using your username and password.

[Click here to login](#)

- 3 At this point, you are registered for access to your accounts. (You may need to log back in.) Once you are logged in, select MyCBS, then choose any of the options found under My Account on the left side of the page. (If you do not see a benefit, please contact our office.)

Should you have any questions or concerns, please contact us.

**myHealth:** 1.800.807.0400  
**myRetirement:** 1.800.807.0700  
**myRisk:** 1.800.807.0300