

How to Assign Account Access/Permissions in the Health Options Member Portal


From the Dashboard, click on the family member for whom you want to grant (or request) permission:

Current Plan Details [More details](#)

Cornerstone PPO \$7900 0% \$7900 PPO Family Plan

Name: **Greg** **Family Members**

Member ID: [REDACTED] **Riley**

Group ID: MCHO100001 **Connor** 

Your PCP: **Gene Cheng**

Coverage: Active

(01/01/2019 - 12/31/2019)

Primary Subscriber

To request access to account, click on “Request Access.” To grant access to your own account, click “Yes” next to “Grant [name] access.” To make the family member a Family Manager (granting site admin permissions), click “Yes” next to “Make [name] a Family Manager.”

Permissions

[Request access to Connor's account info?](#)

[Grant Connor access to your account info?](#) Yes No

Make Connor a [Family Manager?](#) Yes No