

ANAHEIM UNION HIGH SCHOOL DISTRICT

Learning With Purpose: College and Career Ready

Parent Portal

Instructions for Entering Insurance Info

Education and Information Technology Department



Entering Insurance Information

After you have completed the **Data Confirmation** it is important to update you student's **Medical Insurance Information.**

To update your Insurance Info click on the Medical Tab. Select Insurance Info. Click on Add New Record.

< Medical	Insurance Info				
	Hadeel Abdallat				
Immunizations	Health Problems:				
Insurance Info	Type Start Date End Date Company Name Group ID Copy -				
	Add New Record				

Update the **Type of Insurance**, **Start Date**, **End Date**, **Company Name**, and **Group ID*** for your Insurance Coverage. Click on the **Save icon** before you exit the screen.

T	Гуре		Start Date	End Date	Company Name	Group ID
	fo			**		-
	Dental	DEN				
	Medical	MED				
	Vision	VIS				

The following is an example of how the screen will look after you click on **Save**.

	Туре	Start Date	End Date	Company Name	Group ID	Сору
	MED - Medical	1/1/2024	1/1/2025	Anthem	KZU99999999	
C Ad	d New Record					

*Note: If your insurance card does not have a Group ID number, please enter the Member ID number.