

Registering for a myCigna Account –EAP only

1. Go to myCigna.com, click “Register”
2. Activate your myCigna account, enter your First Name and Last Name, click “Next”
3. When you get to the page below, click “Try another registration method”

Registration Your Progress 65%

[Back](#)

Enter your Cigna ID number.
Your Cigna ID number is located on the front of your ID card. (Ex: U123456789)

Cigna ID (Ex: U123456789)

[Next](#)

Can't find your Cigna ID?
▼ [Try a different confirmation method](#)

- [Use the subscriber's Social Security number](#)
- [Take a Personal Identification Quiz](#)
(Only takes a few minutes)
- [Not what you're looking for?](#)
[Try another registration method](#)

myCigna.com

Administered by Cigna Health and Life Insurance Co.
Coverage Effective Date: 8/1/2014/01/1/1
Group: 034567
Plan: 00000
ID: **U123456789 01**
Name: John Public
PCP: John Smith
XCE Company
RGN 600408 RUPCN 02780008

Open Access Plus

No Inpatient Hospital	\$100/200
PCP Visit	\$10
Specialist	\$30
Hospital ER	\$50
Urgent Care	\$25
Rx	\$10/20/30
Network Coinsurance	In: 80%/10%
Out	70%/30%

Medical Savings Program Medical Deductible Applies

4. On the next screen, select, “I want to register for the Employee Assistance Program ONLY”. Click “Next”

Registration Your Progress 50%

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What best describes you?

I'm the Subscriber
The person who signed up for the plan either through your employer or on your own, through a health exchange.

I'm a Dependent
A child, spouse or domestic partner covered under the subscriber's plan.

I'm a Cigna-HealthSpring Customer

I want to register for the Employee Assistance Program ONLY

[Next](#)

Looking for another Cigna website?

- [Cigna for HCP](#)
- [CignaforBrokersSM Login](#)
- [Cigna Envoy@](#)
- [Cigna Access@](#)

5. Enter “schoolcare” as the Employer Name or ID, hit “Next”

The screenshot shows the Cigna registration progress bar at 65%. The page title is "Registration" and the current step is "Confirm Your Identity". A progress bar indicates 65% completion. Below the progress bar, there is a "Back" link. The main heading is "Confirm Your Identity" with a sub-heading "To give you access to EAP benefits, we need a little information from you." The form includes a text input for "Employer Name or ID" containing "schoolcare", a dropdown menu for "Your Relationship to the Employee" set to "Employee", and a blue "Next" button.

6. Create your security questions
7. Create your username and password, and add an email to your myCigna account.

The screenshot shows the Cigna registration progress bar at 90%. The page title is "Registration" and the current step is "Create Your myCigna Account". A progress bar indicates 90% completion. Below the progress bar, there is a "Back" link. The main heading is "Create Your myCigna Account" with a sub-heading "We were able to verify your identity. Now, let's create your myCigna account." The form includes a text input for "Username" with a "Check Availability" link, a "Password" input with a "Show" button, a "Confirm Password" input with a "Show" button, an "Email Address" input, a "Confirm Email Address" input, and a "Mobile Phone Number (optional)*" input. There is a blue "Create Account" button at the bottom.

8. Once you click “Create Account” it will send a confirmation to your email and bring you to the main screen where all EAP resources are available for you and household members.