Navigating *My NTCA Benefits* to Manage Your Company Benefits

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www.myntcabenefits.org/admin
Jenna Houston
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My NTCA Benefits - Phase 1

Provides members with online access to:

• View and pay your NTCA benefit plan bills
• Download a PDF version of your NTCA benefit plan bills
• Set up one-time electronic and recurring ACH payments
Educational Resources
for My NTCA Benefits
available at
www.myntcabenefits.org/admin
My NTCA Benefits

https://ntcabenefits-admin.ntca.org
Recap: Getting Started Using My NTCA Benefits

• URL to member portal
  https://ntcabenefits-admin.ntca.org
• Main benefits contact received login credentials
• Password set link – works 1 time
• Site security lock out occurs after 3 unsuccessful attempts with incorrect username or password
• Contact NTCA benefits resource specialists
  – To set up additional users
  – For password reset assistance
  – If you get locked out of portal
What’s Coming Next

My NTCA Benefits – Phase 2

• Additional online functions
  – Ability to add new employees
  – Report other personnel changes such as employee terminations/retirements

• On demand reporting
Important Information

• This presentation provides information about NTCA benefits and services.

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