

Designating a Primary Care Physician

USC Trojan Care EPO members:

You can receive a discount on co-pays for primary care and behavioral health visits by designating a Primary Care Physician (PCP).

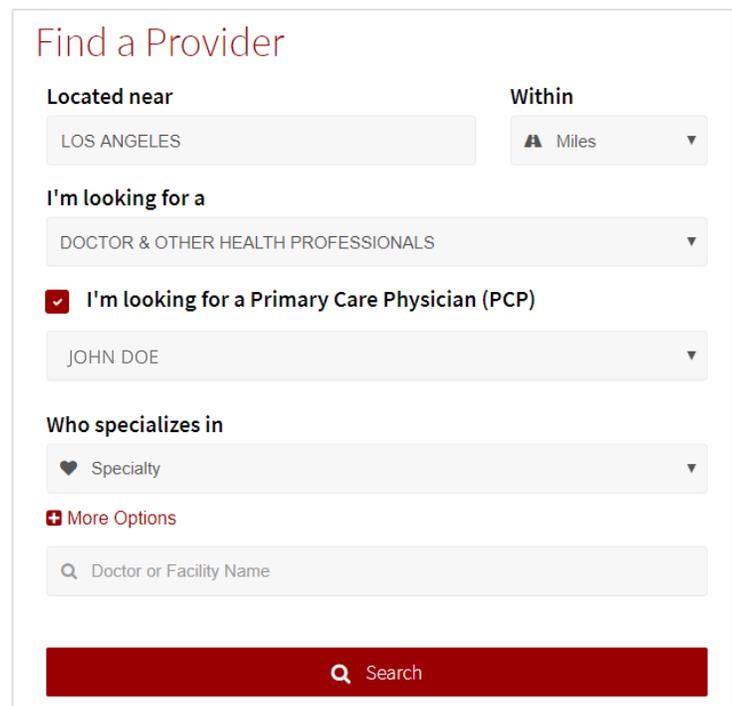
To designate a Primary Care Physician (PCP) for you, your spouse or your dependents:

1. In a web browser, navigate to **HOnline** (hconline.healthcomp.com/USC/).
2. Enter your username and password and click **Log In**.
3. Once you've logged in to **HOnline**, you will be directed to the **Home** page. In the menu bar, click **Find a Provider** (**Screen 1**).
4. To search for a PCP, enter your location in the **Located Near** field. In the **I'm looking for a** dropdown menu, select **Doctor & Other Health Professionals**. Select the checkbox for **I'm Looking for a Primary Care Physician (PCP)**. Once the checkbox is selected, a dropdown menu will appear listing your name and the names of your spouse and dependents (if applicable). Select the member that you are designating the PCP for. Enter any additional search criteria (if desired) and click **Search** (**Screen 2**).
5. The **Search Results** page will display a list of providers that match your search criteria and a map showing the providers' locations. To designate a PCP, click on a provider in the **Search Results** list. More information on the selected provider will be displayed on the left side of the screen. Click **Set as my PCP** (**Screen 3**).

Once you have designated a PCP, **HealthComp** will send you a new ID card with updated co-pay amounts. **Please use your new ID card for all visits to healthcare providers.**



Screen 1



Screen 2



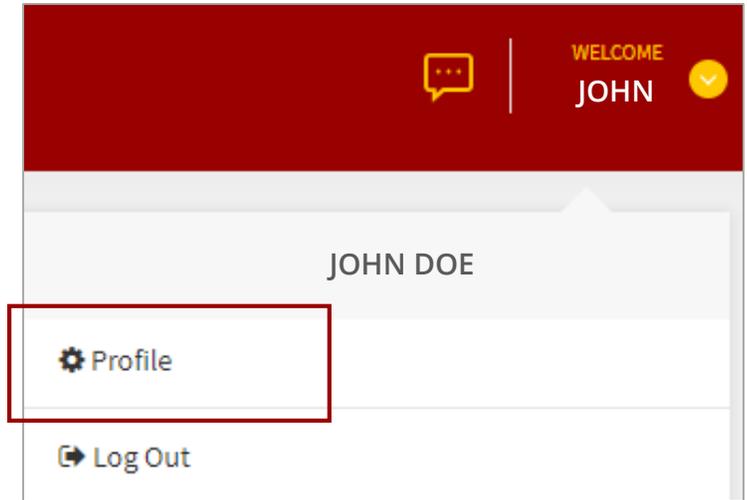
Screen 3

Designating a Primary Care Physician (cont'd)

You can check to see if you've already designated a PCP by checking your **User Profile** on **HCOOnline**.

To view your designated PCP:

1. In a web browser, navigate to **HCOOnline** (hconline.healthcomp.com/USC/).
2. Enter your username and password and click **Log In**.
3. Once you've logged in to **HCOOnline**, you will be directed to the **Home** page. You can access your **User Profile** by clicking on your username (located in the top right corner of the screen). From the dropdown menu, click **Profile** (**Screen 4**).
4. In the **User Profile**, scroll down to the section titled **Designated Primary Care Physician**. If you have designated a PCP, information on your selected PCP will be displayed (**Screen 5**). If you have not designated a PCP, you will be instructed to do so using the **Find a Provider** feature (see previous page). If you would like to see if your spouse or dependents have designated a PCP, select their name from the dropdown (**Screen 5**).



Screen 4



Screen 5