

To dependent spouse (no age limit) or dependents (30 years old and over) who is a member of Microsoft Health Insurance Association

Due to the perspective of information security, Microsoft Health Insurance Association issues personal IDs and passwords for logging in to various service menus on the homepage.

To use the service, obtain a user ID and a password according to the following method.

*Only insured can browse the "medical care cost information".

How to get user ID and PW

STEP1

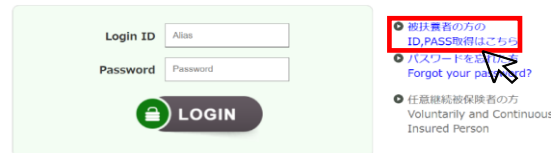
Click the "Health Portal Site" button on the top page of Microsoft Health Insurance Association website.



STEP2

Login screen will be displayed.

Click「被扶養者の方のID,PASS取得はこちら」 on the right side. (Inside the red frame)



STEP3

The first authentication screen will be displayed. Enter the following then click「サインイン [sign in]」.

ユーザー名 [user name] : ms-kenpo
パスワード [password] : 8015

STEP4

Enter the required information to collate your personal information.

⚠ Precautions to input

• For spouses and dependents (30 years old and over). Please enter the information written on your health insurance card then click「次へ[next].」

従業員番号 [employee number]: **No entry required**
健康保険証 [health insurance card] : 記号 [Insurer] 番号 [Insured]

氏名 (漢字) [name]: Enter your name written on the second line of your health insurance card.

氏名 (全角カタカナ) [name]: Enter your name written on the first line of your health insurance card.

生年月日 [date of birth]: yyyymmdd

If your name does not fit in the frame, please contact Microsoft Health Insurance Association.

STEP5

Enter your e-mail address then click「送信[send]」.

An e-mail containing the URL for displaying the ID and password will be sent to the specified e-mail address.

* **User ID and password can be viewed only once.**

If you cannot obtain your user ID and password, or if an error message appears, please contact Microsoft Health Insurance Association.

Contact Email: kenpo@microsoft.com