MESA MEMBER PORTAL REGISTRATION SUMMARY GUIDE

The URL for the portal is <u>https://mesa.leadingedgeadmin.com/</u>

- The following are quick steps on how to register as a member via the Leading Edge Administrators MESA Portal
- Click on Sign Up Now (have your Member ID # available).
- Select Employee or Dependent
- Enter Email address
- Enter your Identification Number, this is your ID number (Located on your member medical ID card)
- Enter all required fields (listed with an "*") Name, DOB, Etc.
- Enter your desired username, password, and security questions/answers
- * Review all entered information, read disclaimer, and electronically sign with date

Once registration is complete, you will receive a confirmation email. You will then be able to logon and view your account details which include your plan summary, claims, search for a provider and request permanent and temporary ID cards

