

# Easy Steps to creating a **Subscriber Account**

#### Get personalized information on your dental benefits anytime - day or night!

When you log into our website, it is simple to check your Delta Dental of Colorado benefits. Available 24-hours a day, seven days a week, use our website to print member ID cards, find a dentist, check on the status of a claim, view your benefits and more! Registration for new users is simple - just follow the instructions below.

### **New User / Need to Register**

- I. Go to www.deltadentalco.com; select Subscribers
- 2. Click on the New Users Register Here link in the Subscriber Login box
- 3. You will be directed to the national Delta Dental site.
- 4. Select, I am a subscriber & have coverage with Delta Dental; click Go
- 5. Enter the required information in the fields provided.
- 6. Click Register User
- 7. Complete the required fields
- 8. Select a security question and provide the answer
- Click Register User

## **Tips & Hints**

- First-time users must register. You will need your Subscriber ID number.
- Your Subscriber ID is typically your Social Security Number or an alternate ID number listed on your ID card. If you did not get an ID card in the mail, you may print one from our site.
- Everyone covered by the subscriber must use the same username and password for account access.
- Your username, password and security question response are all case sensitive.
- Consider using a personal e-mail address for registration. It helps if you ever leave your current employer.
- Use our Automated Call Center or website for eligibility, benefits and claims information. Call 1-800-610-0201 and follow the prompts or log into www.deltadentalco.com.
- You can reach Customer Relations Monday Friday 8:00 a.m. to 6:00 p.m. at 1-800-610-0201

# **Forgot Username or Password**

- Go to www.deltadentalco.com; select Subscribers
- 2. Select Forgot password or Forgot username in the Subscriber Login box
- 3. You will be directed to the national Delta Dental site
- 4. Select, I am a subscriber & have coverage with Delta Dental; click Go
- 5. Enter the required information in the fields provided
- 6. Select, Proceed to step 2
- 7. Answer the security question that was created when you registered
- 8. You will receive an e-mail containing username / password information



