



Fax Settings > Company Settings > Template Designer

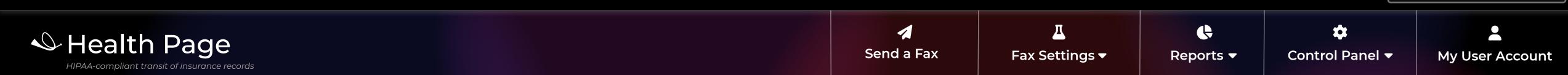
Do clients add templates ever, or only HPS/BMA?

Template Designer

〈 Back

Fax Options		
Use this interface to design the default template choices for all fax company (or many companies) if needed.	kes and/or create a custon	n template to later assign to a
All the required fields are marked with an asterisk(*)		
Template Name*	Template Number	Template Active
	1024	
This is for your identification purposes and will NOT be seen on the fax.		
Template Type*		

Need help?



≋ English

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Template Designer

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Fax Options Fax Preview Use this interface to design the default template choices for all faxes and/or create a custom template to later assign to a company (or many companies) if needed. All the required fields are marked with an asterisk(*) **Template Number** • Template Inactive Template Name* This is for your identification purposes and will NOT be seen on the fax. Template Type* Fax Coversheet How will you create your template?* Please select how you will create your template before seeing a Fax Preview. W PDF Upload a PDF Upload a Microsoft Word File Create in Web Browser

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Create in Web Browser

1 Send a Fax

Fax Settings ▼

4 Reports ▼

** Control Panel ▼

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Fax Settings > Company Settings > Template Designer

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Upload a PDF

Template Designer

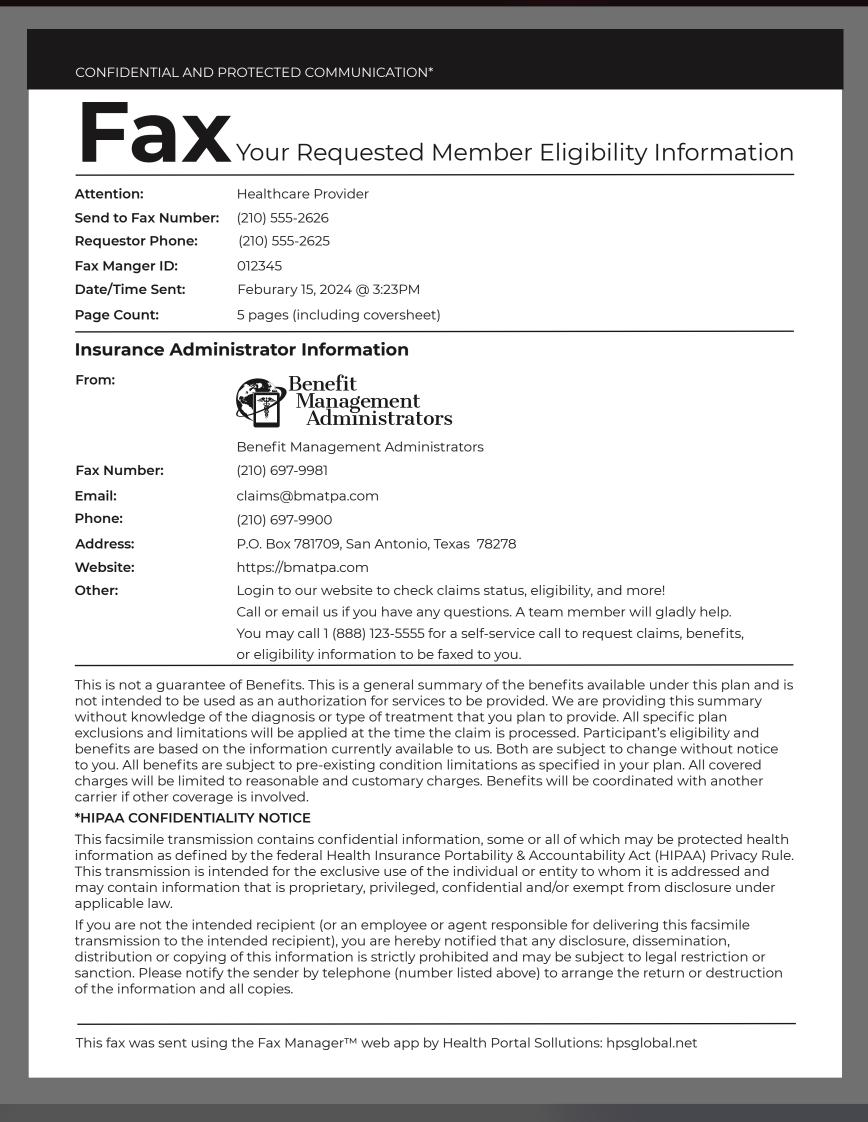
Fax Options Use this interface to design the default template choices for all faxes and/or create a custom template to later assign to a company (or many companies) if needed. All the required fields are marked with an asterisk(*) Template Number Template Name* Template Active Default Template 2024 This is for your identification purposes and will NOT be seen on the fax. Template Type* Fax Coversheet How will you create your template?* W

Please turn on or off which labels should be seen on the template and make other customizations.

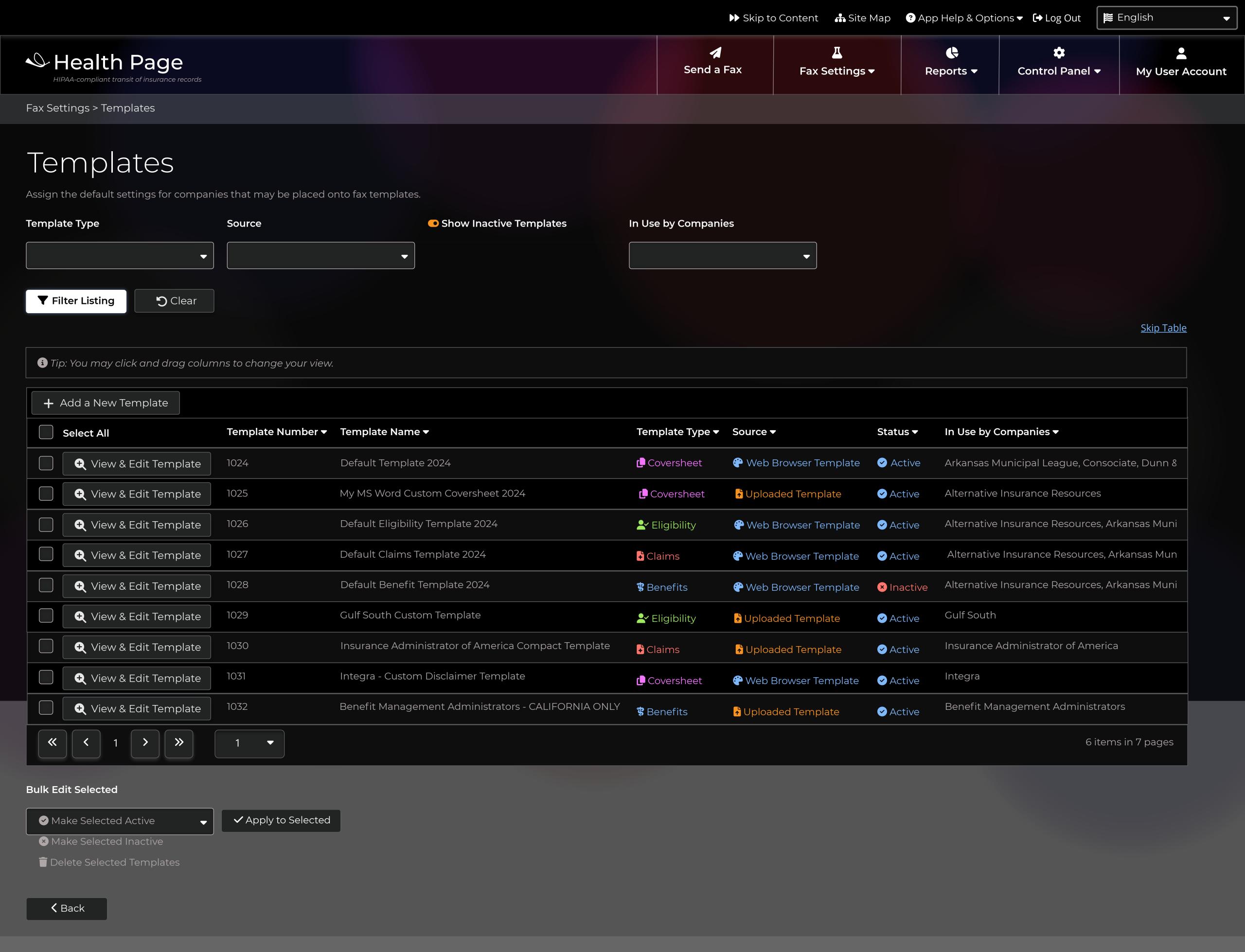
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Regarding* O Your Requested Member Eligibility Information O Your Requested Member Benefit Information O Your Requested Claim Information O Your [Insert Request Type Here] Information Custom Regarding Name **Secretary**

Fax Preview



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