



Participant Online Registration Instructions

Registering online will give you access to helpful tools and resources that will empower you to manage your benefits with ease!

- View benefit transactions and balance
- Update personal information
- Access plan forms and materials
- Upload claims and supporting documentation
- Check claim status
- Access to the MyNavia smartphone app

Step 1: Visit www.NaviaBenefits.com, and select the register link located in the top right corner of the page:



Step 2: On the following page, select "I'm a Participant"

Step 3: Enter the required information, choose a unique username, accept the Terms & Conditions and submit. Your 3 letter employer code is **"WHA"**.

Step 4: Shortly after registering you will receive an email confirmation to complete your registration and will be asked to provide a unique password to access your account for the moving forward.

The password must be at least 8 characters long and contain at least 3 of the following types of characters:

- Uppercase letter
- Lowercase letter
- Numeric
- Special character