

Edit Dependent Information

To update a member’s dependents, navigate to the member’s details page, and scroll down to the **Dependents** section. Click on the arrow at the far right of the row and select **Update Dependent**.

Dependents					
DEPENDENT NAME	DOB	ADDRESS	RELATIONSHIP	GENDER	ACTIONS
Rhonda Test	01/01/2001	134 Park, Testing123, Baker fields, 56422	Spouse	Female	<input type="button" value="v"/>
test 009	08/01/2021	134 Park, Testing123, Baker fields, 5648995	Child	Ma	<input type="button" value="Update Dependent"/>
test 009	08/01/2021	134 Park, Testing123, Baker fields, 5648995	Child	Male	<input type="button" value="v"/>

10

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A pop-up window will appear with demographic information that is editable.

You can edit all fields but the dependent's social security number.

When you have completed your edits, click **Next**.

Edit Dependent Information

Please Confirm the information below is updated and accurate.

Relationship

*Relationship To Subscriber

Dependent

*First Name <input type="text" value="Robert"/>	Middle Name <input type="text"/>	*Last Name <input type="text" value="Cavill"/>
*Birth Date <input type="text" value="08/04/2005"/>	*Gender <input type="text" value="Male"/>	SSN <input type="text" value="555-55-5555"/>

Additional Insurance

Mailing Address

Address Same As Subscriber

*Street <input type="text" value="10196 Noriega Ln"/>	*City <input type="text" value="Pensacola"/>	*State <input type="text" value="Florida"/>	Zip Code <input type="text" value="32514"/>
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Additional Options

*Correspondence Preference

Next

Congratulations! You have successfully edited a dependent.

Dependent Updated

Dependent is successfully updated.

[Finish](#)