

OptumRx quick reference guide



Our website, **optumrx.com** is a fast, safe and secure way to manage your prescription benefits online.

This quick reference guide illustrates how to use the tools and features that will help you manage your OptumRx account and prescriptions:

- Search for drug pricing and lower-cost alternatives
- Refill and renew mail service pharmacy prescriptions
- Transfer your retail prescriptions to our mail service pharmacy
- View your mail service order status and claim history
- Sign up for medication reminders via text message
- View your OptumRx benefits in real time

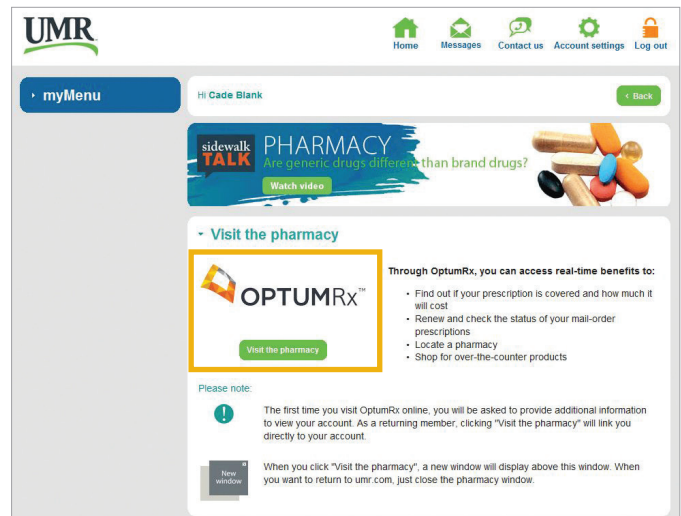
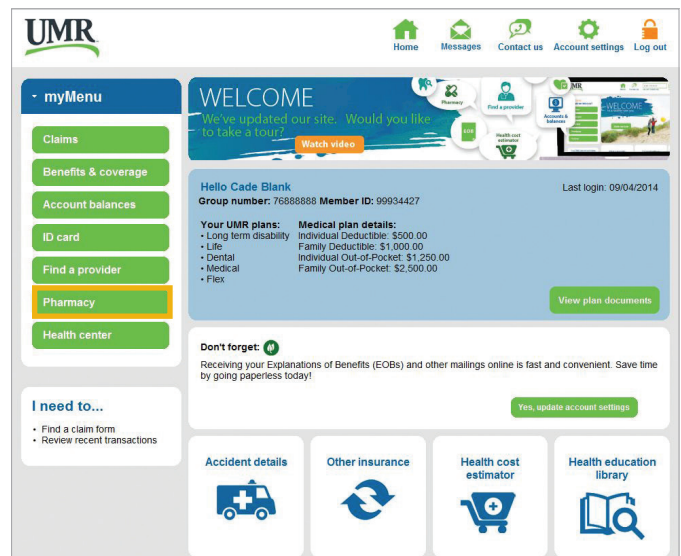
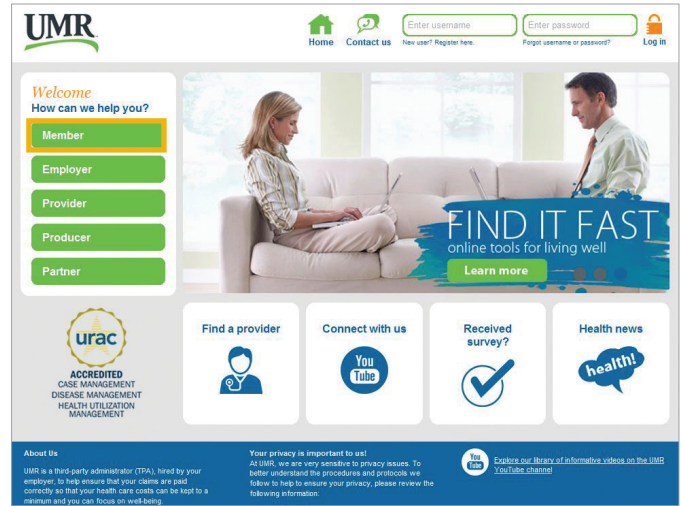
UMR home page

As a UMR member, you can access your prescription information from the UMR website.

Follow these steps to register:

1. Visit **umr.com**.
2. In the left margin menu, select **Members**.
3. Login by entering your username and password in the top right login section. If you have not yet registered for a member account, select **New user? Register here** shown underneath username field.
4. Once successfully registered and/or logged in, select **Pharmacy** from the menu on the left. The website will redirect you to your online services home page.

Once on the pharmacy home page, you click on OptumRx or the Visit the pharmacy button to enter **optumrx.com** and begin to take advantage of the many tools and features that will help you manage your pharmacy benefit. On your first visit, you will also need to register at **optumrx.com** — just follow the simple instructions.



OptumRx.com features and tools

Member Portal: Overview

After you register or log in you'll see your OptumRx **My Medicine Cabinet Dashboard**. This dashboard makes it easy to access the tools and features designed to help you manage your medications and health.

1. Order Status

Select Order Status from the top navigation bar to view past or current orders

2. Household access

Ability to manage prescriptions on behalf of family members

3. At a glance

Displays at-a-glance actions you need to take for all your medications

4. Member tools

Provides easy access to the most commonly used member tools throughout the site

5. Medicine cards

Provides visibility to the most relevant information for medications you take

The screenshot shows the OptumRx My Medicine Cabinet dashboard. The top navigation bar includes links for Home, Order status, Member tools, Specialty pharmacy, Information center, Benefits and claims, and My profile. A user profile for Christopher is visible in the top right. The dashboard is titled "My Medicine Cabinet" and shows a user named Christopher managing 1 household member. Below this, there is an "At a glance" section with buttons for "Quick Checkout" (Order 2 refills) and "Track orders" (Track 1 order). A "Savings Advisor" box offers a discount on 90-day prescriptions with home delivery. The "Sort medications by" section shows "Priority actions (default)" and view options for "Grid view" and "List view". The "OptumRx Home Delivery: 5 medications" section displays three medication cards: FELODIPINE ER TAB 2.5MG (cost \$10.00, 3 refills remaining), LEVOTHYROXINE TAB 0.112MG (pricing not available, 1 refill remaining), and METFORMIN ER TAB 500MG (cost \$5.65, 0 refills remaining).

Note: Some sections are only available if you are logged in to your account. Not all sections of the website are available to all members — access to features and tools are determined by your benefits plan.

Order Status

The screenshot displays the OptumRx website interface. At the top, the navigation bar includes 'Home', 'Order status' (highlighted with a yellow box), 'Member tools', 'Specialty pharmacy', 'Information center', 'Benefits and claims', and 'My profile'. Below the navigation bar, the page title is 'Order status'. The user's name 'Christopher Boyd' is displayed, along with a link to 'Choose who you want to view'. A search bar is provided for finding orders by drug name or order number, with an example 'Lipitor, 123457689'. Below the search bar, there is a section for '1 OptumRx orders' with filters for 'Active orders' and 'Last 3 months'. The order details for Christopher Boyd are shown, including a 'Processing request' status and a request number '237318963'. The medications in the order are listed as 'ATENOLOL TAB 50MG'. A progress bar at the bottom shows the order status: 'Request placed' (completed), 'Processing request' (current), 'Order received', 'Pharmacist is reviewing', 'Order processing', 'Preparing for shipment', and 'Order delivered'.

Order Status

Select Order Status from the top navigation bar to view past or current orders

- **Order Tracking:**
Visually displays where an order is within the order process:
 - What steps have been completed
 - What steps come next
 - Temporarily out of stock
- **Order Notifications:**
 - Alerts you when action is required
 - Alerts you if order is on hold
- **Estimated Delivery Date:**
Displays estimated delivery date

Note: Some sections are only available if you are logged in to your account. Not all sections of the website are available to all members — access to features and tools are determined by your benefits plan.

Drug Search & Pricing

- **Drug Pricing:**
Easily view the cost of filling a prescription at up to 5 retail pharmacies
- **Two Tools in One:**
Toggle between drug search results and drug pricing pages
- **Lower Cost Alternatives:**
Compare the pricing between a medication and:
 - Generic alternative(s)
 - Similar brand name drugs

The screenshot shows the OPTUMRx website interface for a drug search result. The top navigation bar includes 'Home', 'Order status', 'Member tools', 'Specialty pharmacy', 'Information center', 'Benefits and Claims', 'My profile', and a 'Cart' icon. The main heading is 'Drug search result'. Below this, there is a 'New search' section with a note that the drug image may not reflect the current medication. The drug shown is 'LIPITOR TAB 10MG' (Brand: NDC: 00071015323). Dosage options include '1 per day', '30 days retail', and '90 days home delivery'. A 'Coverage alert' states that the medication requires Prior Authorization before coverage will be provided. There are tabs for 'Drug info', 'Price this drug', and 'Lower-cost options'. The 'Drug pricing' section provides instructions to check pharmacy prices and notes that cash payments are not included. It lists 'Lowest prices found near: STEVENSVILLE, MI 49127'. A table of pharmacy options is shown below, with columns for pharmacy name, supply quantity, plan payment, and user payment. All listed pharmacies (OPTUMRx, WALGREENS #6444 6444, MARTINS PHARMACY 23, and WALGREENS #11265 11265) show 'Not available' for both plan and user payments. A 'Home delivery' option is also available for 90 days of medication.

Pharmacy	Supply (Qty)	Plan pays	You pay
OPTUMRx	90 day supply (Qty: 90)	Plan pays: Not available	You pay: Not available
WALGREENS #6444 6444	30 day supply (Qty: 30)	Plan pays: Not available	You pay: Not available
MARTINS PHARMACY 23	30 day supply (Qty: 30)	Plan pays: Not available	You pay: Not available
WALGREENS #11265 11265	30 day supply (Qty: 30)	Plan pays: Not available	You pay: Not available

Claims History

The screenshot shows the OptumRx website interface. At the top, the logo 'OPTUMRx' is visible. Below it is a navigation bar with links: Home, Order status, Member tools (with a dropdown arrow), Specialty pharmacy, Information center (with a dropdown arrow), Benefits and claims (with a dropdown arrow), and My profile. A shopping cart icon with '0' items is on the right. The 'Member tools' dropdown menu is open, listing: Drug information, Drug pricing, Drug list tool, Lower-cost options, Pharmacy locator, and My medication reminders. The main heading is 'My Medicine'. Below it, a user profile icon and the text 'You manage 1 household' are shown. A 'Print' button is on the right. The main content area has a red-bordered box titled 'At a glance' containing a 'Quick Checkout' section with a blue 'Order 1 refill' button. To the right are two informational boxes: 'Hassle-Free Fill' and 'Medication reminder'. At the bottom, there is a 'Sort medications by:' dropdown menu set to 'Priority actions (default)' and two view toggle buttons: 'Grid view' and 'List view'.

Claims History:

Provides access to claims history

Household/caregiver access

Household/caregiver access allows you to become an account manager or let another person manage your account.

My household access

Manage Access

- My household access >
- My caregiver access >

My profile

Below are the member accounts in your household that you can manage. Click any family member to view more details and update access rules.

You

Christopher Boyd
Age: 25, Adult

Subscriber

CU Cristina Urbano Your access: Not registered [Send reminder](#)

Dependents:

EB Evan Boyd Age: 22, Adult Your access: Not registered [Send reminder](#)

Household/caregiver access

Learn how you can:

- Become an account manager for your family's benefits (spouse and children)
- Become a caregiver for another person
- Assign a caregiver to manage your accounts on your behalf

My household accounts

Manage the benefits of your minor dependents' and spouse (if you have your spouse's permission).

My caregiver access

Manage Access

- My household access >
- My caregiver access >

My profile

Manage your caregiver access and care recipient information below. [Learn more about caregiver access.](#)

My caregiver
A caregiver has access to manage your account information and medications.

[Add a caregiver to manage my account.](#)

My care recipients
You have access to manage the account information and medications of the care recipients listed below. Select the care recipient account you'd like to log in to. Switching accounts will empty all items from your cart, so checkout before you switch.

[Accept caregiver invitation](#)

Accept caregiver invitation

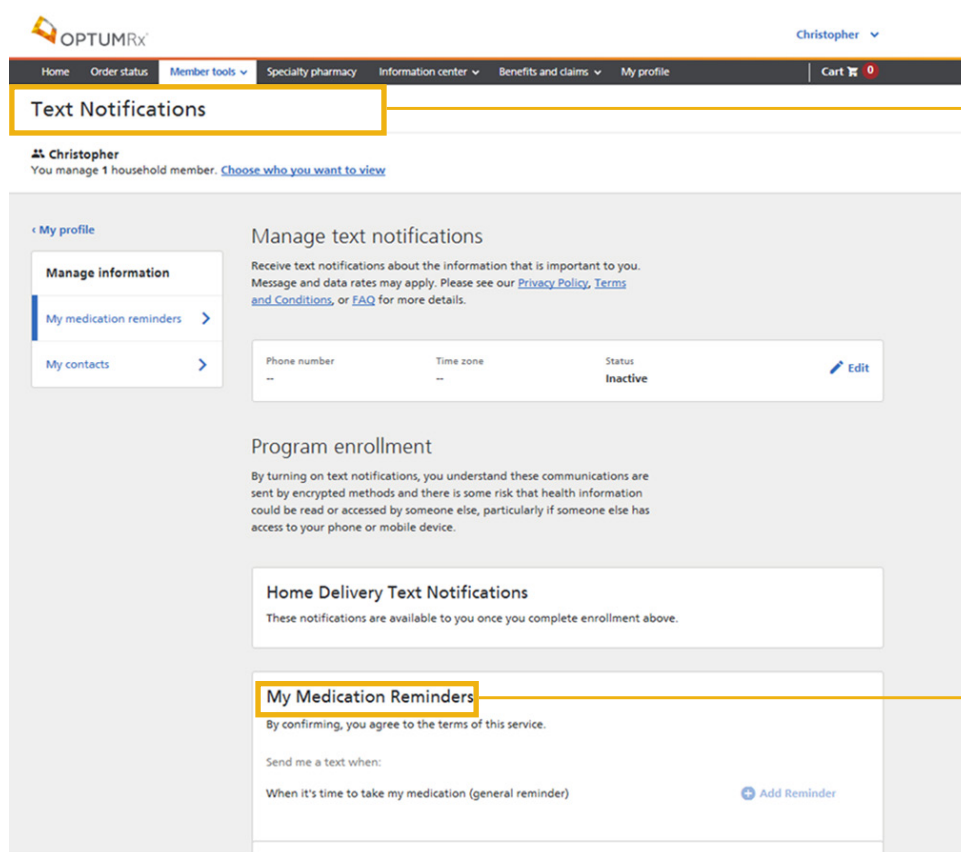
Become a caregiver for another person. If someone wants you to manage their account on your behalf, they can send you a **caregiver invitation** by email.

To accept the invitation, enter the access code that was included in the email invitation and the email address you received the invitation from.

Select **Accept your Caregiver Invitation.**

My medication reminders

Sign up to receive medication reminders via text message and never forget to take or fill your medications again.



My medication reminders

Enter your mobile phone number to set up text message reminders for:

- Refills
- Renewals
- Transfers
- Order shipments
- Daily text reminders to take medications

Update medication reminders

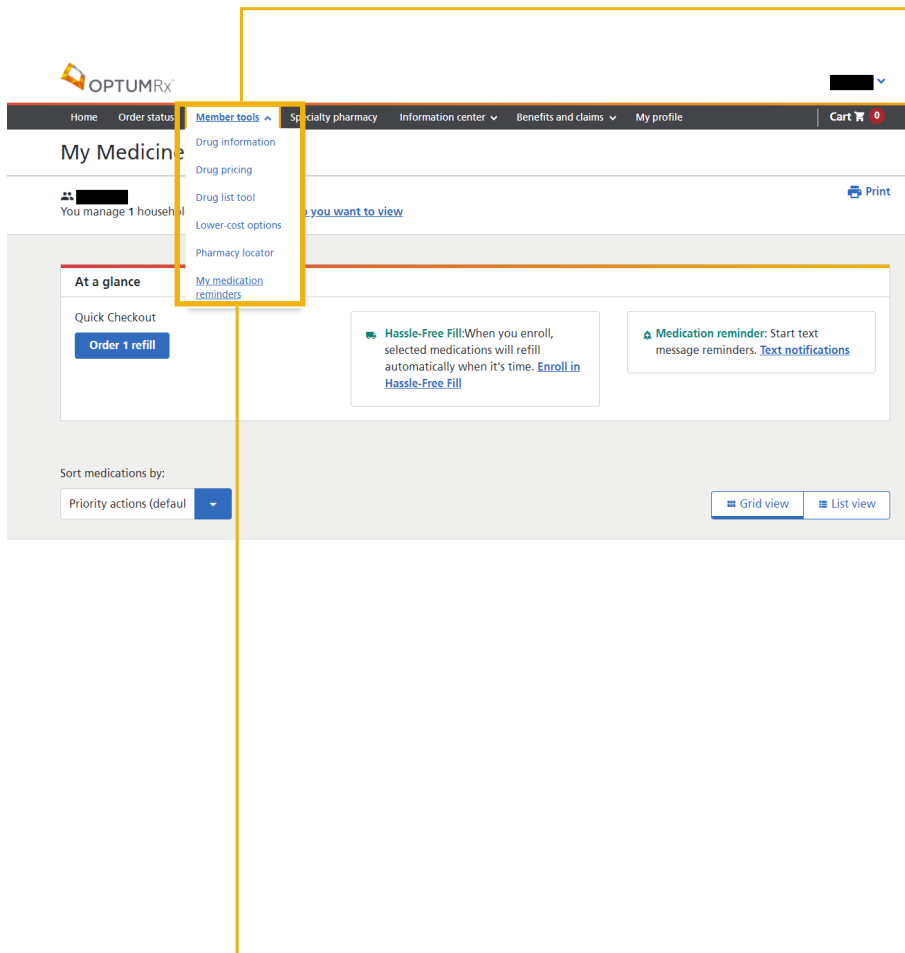
Select **Confirm** when you're done.

Medication-specific reminders

Customize your dosage reminders for daily, weekly or monthly alerts.

Member Tool links

The Member Tools box provides access to a variety of benefits and tools such as:



Drug information
Find detailed information about thousands of prescription drugs.

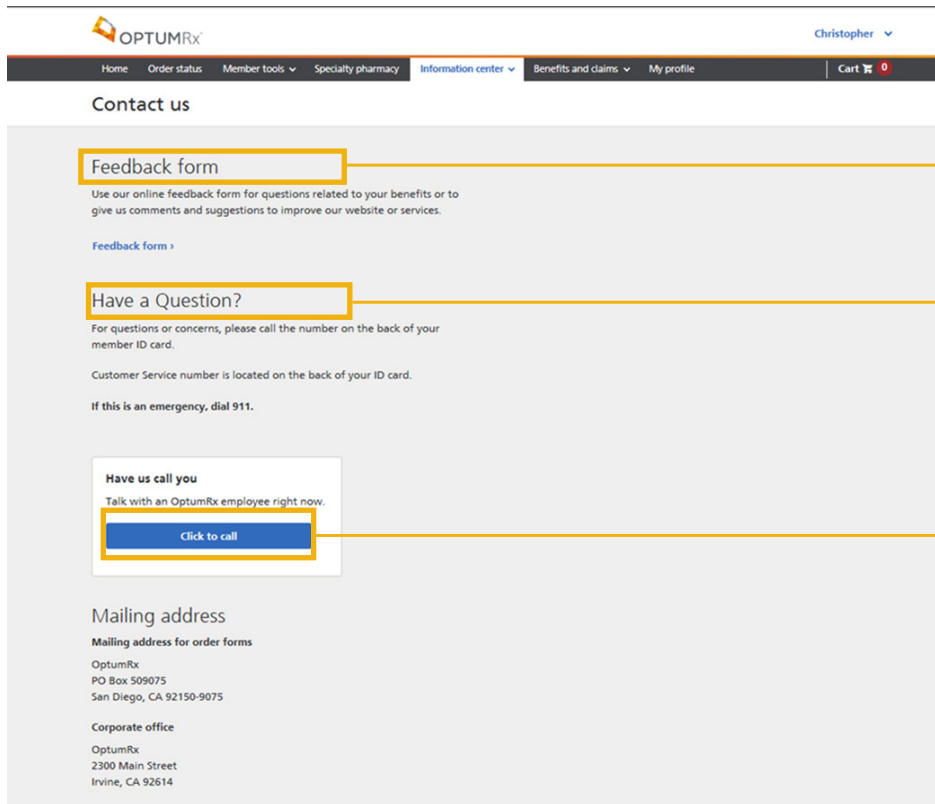
Home Delivery information
Find for detailed information about thousands of prescription drugs.

Low Cost Options information
Search prices for medications and find their lower-cost alternatives.

Locate a pharmacy
Enter your zip code and select **GO** to find a retail pharmacy near you.

Contact us page

Find this page by clicking “information center” then “contact us” on the top navigation bar.



Contact us
Use the **feedback form** or send us an **email**.

Contact us by phone
Contact us by **phone** for:

- Customer service
- Mail service pharmacy help
- Medical supplies
- Medicare drug plan help

Call **1-877-559-2955**

Have us call you
Select **Click to Call** to set up a time for a representative to call you.

Education page

You will find a variety of additional Help Topics on the Education page.

Navigate to this page by clicking “Education” under the “Information Center” dropdown in the top navigation bar.

The screenshot shows the OptumRx website's Education page. The top navigation bar includes the OptumRx logo, a user name 'Christopher', and several menu items: Home, Order status, Member tools, Specialty pharmacy, Information center (selected), Benefits and claims, and My profile. A shopping cart icon with '0' items is also visible. The main content area is titled 'Education' and features a search bar with the text 'Don't see what you're looking for? [Contact us](#)'. Below the search bar are four main content boxes: 'OptumRx Info', 'Drug Info', 'FAQs', and 'How-to videos'. Each box contains a list of links with right-pointing chevrons. A separate box on the right, titled 'Help Topics:', lists four topics: 'OptumRx Information', 'Drug Information', 'Frequently Asked Questions', and 'How-to-videos'. Yellow lines connect these topics to their corresponding sections on the page: 'OptumRx Information' to the 'OptumRx Info' box, 'Drug Information' to the 'Drug Info' box, 'Frequently Asked Questions' to the 'FAQs' box, and 'How-to-videos' to the 'How-to videos' box.

Don't see what you're looking for? [Contact us](#)

OptumRx Info

- [Using your account >](#)
- [Account access >](#)
- [Shipping and delivery >](#)
- [Mobile apps >](#)

Drug Info

- [Generic drugs >](#)
- [Understanding your Formulary >](#)
- [Medicine disposal >](#)
- [Ordering prescriptions >](#)
- [Opioids >](#)

FAQs

- [Medication reminders >](#)
- [Technical questions >](#)

How-to videos

- [Who is OptumRx? >](#)
- [What is Prior Authorization? >](#)
- [What is home delivery? >](#)
- [Online tools >](#)
- [What is Hassle-Free Fill? >](#)
- [What is a formulary? >](#)
- [Manage your pharmacy benefit online >](#)

Help Topics:

- OptumRx Information
- Drug Information
- Frequently Asked Questions
- How-to-videos

Mobile website

Use your smartphone to access the mobile website, **m.optumrx.com**. The mobile website lets you manage your prescription benefits from your smartphone. You can order refills, check your order status, set up medication reminders and more — anytime, anywhere. It's perfect for people on the go.



Mobile website

Use your smartphone to access our mobile website where you can:

- Request prescription refills
- Check order status
- Locate a retail pharmacy
- Search your plan's formulary
- Register via our mobile website



OptumRx specializes in the delivery, clinical management and affordability of prescription medications and consumer health products. We are an Optum® company — a leading provider of integrated health services. Learn more at [optum.com](https://www.optum.com).

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