



# How to download your data using Blue Button Download

The Blue Button allows members to download their data in an easy to read format.

## 1.) Log in to our website at [www.aultcare.com](http://www.aultcare.com)



### Account Login

**Login to your account**

Username  
  
You must enter a username

Password  
  
You must enter a password

**ACCOUNT LOGIN**

[Forgot your password?](#)  
[Forgot your username?](#)  
[Register for new account](#)

#### Why enroll?



##### Increased security

We took our already secure site and made it even stronger.



##### Our Go Green Mission

Save trees by eliminating paper needs. View your account statements, benefits and Claims online anywhere anytime.



##### Stay Informed

Receive alerts to stay informed on the news from your employer and AultCare.

#### Important Notice

- Your password is case sensitive
- Multiple invalid tries will result in a lock on your account
- If your account is locked, please contact us

[About Us](#) | [Contact Us](#) | [Privacy](#) | [Aultman Hospital](#) | [Aultman Foundation](#) | [Site Directory](#)

AultCare • 2600 Sixth Street S.W. • Canton, Ohio 44710 Copyright © 2014 AultCare

--Network Websites--

## 2.) Click on the "My Data" link



Welcome Account Eligibility Claims And EOBs **My Data**

Main Page

## My Dashboard

Your dashboard is the summary of your account with us. You can view the details of each section by visiting their relevant pages.

### ACCOUNT SUMMARY



CLICK HERE **GO**

CLICK HERE **GO**

Experience the convenience of managing your medications in one central, easy-to-use location.

Manage your health with this interactive program called EMMI.

### Last 30 day claims activity

Member ID	Date	Claim No	Provider Name	Patient	Paid
-----------	------	----------	---------------	---------	------

--	--	--	--	--	--

### My Care Alerts

Screening Reminders are based on claims data current through 09/12/2014.

No Alerts available

### IMPORTANT FORMS

- Medical/Rx Claim Form
- Other Coverage Information Form
- Pharmacy Prior Authorizations

### SURVEYS

- Member Satisfaction Survey

Welcome, memberTest1 ([Sign Out](#))

Account Holder:  
Account Type:  
Last Login:

- [Change Account Password](#)
- [View Eligibility Information](#)
- [View Claim and EOB Information](#)
- [Update Account Information](#)
- [Request a member card replacement](#)

[Join us on Facebook](#)  
[Follow us on Twitter](#)

### Information Center

[Read Our Electronic EOB FAQ](#)

[About Us](#) | [Contact Us](#) | [Privacy](#) | [Aultman Hospital](#) | [Aultman Foundation](#) | [Site Directory](#)

AultCare • 2800 Sixth Street S.W. • Canton, Ohio 44710 Copyright © 2014 AultCare

--Network Websites-- **Go**

### 3.) Select criteria (date range and data type you want to download)

The screenshot shows the AultCare website's 'My Data' page. At the top left is the AultCare logo with the tagline 'Where You Matter.' Below the logo is a navigation bar with links for 'Welcome', 'Account', 'Eligibility', 'Claims And EOBs', and 'My Data'. The 'My Data' link is selected. Below the navigation bar is a 'Main Page' section with two main steps: '1.) Select Date Range' and '2.) Select wanted data'. Step 1 has two radio button options: 'I want all the data' and 'I want the data in a specific time-range'. Step 2 has two radio button options: 'I want all the types' and 'I only want certain types of data'. Below these steps is an 'Important Notes' section with three bullet points: 'Remember to protect the privacy of your medical information', 'Do not download this information on public computers', and 'If needed, only share this information with secure and trusted websites'. A red 'submit' button is at the bottom left. To the right of the main content area is a 'Blue Button Download My Data' icon. Further right is a user profile section for 'memberTest1' with options to 'Change Account Password', 'View Eligibility Information', 'View Claim and EOB Information', 'Update Account Information', and 'Request a member card replacement'. Below that are social media links for Facebook and Twitter, and an 'Information Center' section with a link to 'Read Our Electronic EOB FAQ'. At the bottom of the page is a footer with links for 'About Us', 'Contact Us', 'Privacy', 'Aultman Hospital', 'Aultman Foundation', and 'Site Directory', along with the address 'AultCare • 2800 Sixth Street S.W. • Canton, Ohio 44710 Copyright © 2014 AultCare' and a search bar with the text '--Network Websites--' and a 'Go' button.

### 4.) Click on a main category to expand it and view it. Continue to next step to download data.

This page contains the tools to help you maintain and organize important personal data. Click on the main category to expand it and begin adding information. Data entered here, along with other data maintained by us can be downloaded in an easy-to-read format by clicking on the "Blue Button" icon to the right.

The screenshot shows the AultCare website's 'My Data' page with the 'My Data' section expanded. The 'My Data' section has a sub-header 'My Data' and a description: 'This page contains the tools to help you maintain and organize important personal data. Click on the main category to expand it and begin adding information. Data entered here, along with other data maintained by us can be downloaded in an easy-to-read format by click on the "Blue Button" icon to the right.' Below this description is a list of categories with expandable arrows: 'Medications and Supplements', 'Allergies and Adverse Reactions', 'Immunizations', 'Family Health History', 'Emergency Contacts', and 'Personal Notes'. To the right of the main content area is the same 'Blue Button Download My Data' icon as in the previous screenshot. Further right is the same user profile section for 'memberTest1' with the same options. Below that are the same social media links and 'Information Center' section. At the bottom of the page is the same footer with links for 'About Us', 'Contact Us', 'Privacy', 'Aultman Hospital', 'Aultman Foundation', and 'Site Directory', along with the address 'AultCare • 2800 Sixth Street S.W. • Canton, Ohio 44710 Copyright © 2014 AultCare' and a search bar with the text '--Network Websites--' and a 'Go' button.

## 5.) If you agree to the terms, accept disclaimer to proceed.

**AULTCARE**  
Where You Matter.

Welcome | Account | Eligibility | Claims And EOBs | My Data

Welcome, memberTest1 (Sign Out)  
Account Holder: memberTest1  
Account Type: Member  
Last Login: 09/29/2014

Change Account Password  
View Eligibility Information  
View Claim and EOB Information  
Update Account Information  
Request a member card replacement

Join us on Facebook  
Follow us on Twitter

Information Center  
Read Our Electronic EOB FAQ

**Title:** Data Download

**Description:** Text file download of your personal information from our servers to your personal computer. The file that is downloaded contains information that was selected on the previous screen.

**Blue Button**

It is important to protect your personal health information, once you download your information from AultCare My Data, it is your responsibility to keep it safe and private.

- When prompted to open or save, choose save so you can reference this later
- Browse for a location on your computer to save the file (such as "Desktop")
- Once the file is saved, it is ready to view:
  - Browse to the file on your computer (such as your "Desktop")
  - Double-click on the file with the left mouse button

**Important Notes:**

- Remember to protect the privacy of your medical information
- Do not download this information on public computers
- If needed, only share this information with secure and trusted websites

About Us | Contact Us | Privacy | Aultman Hospital | Aultman Foundation | Site Directory  
AultCare • 2800 Sixth Street S.W. • Canton, Ohio 44710 Copyright © 2014 AultCare

--Network Websites--

## Download data onto your desktop into a folder and save.

