

myRSC

How to Log In, Elect, and Pay for COBRA Benefits

Summary

1. myRSC Login Set Up
2. Elect Continuation Benefits
3. Make Premium Payment
4. Set Up Auto Draft

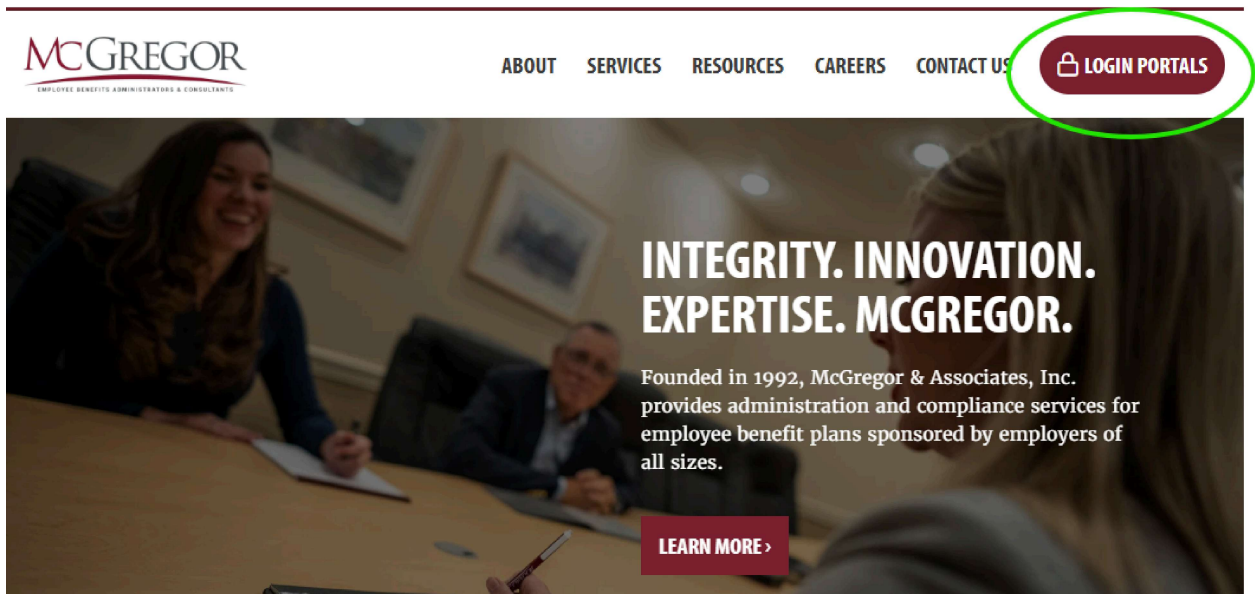
myRSC Login Set Up

Login Set Up - You will need to set up your login for your first login.

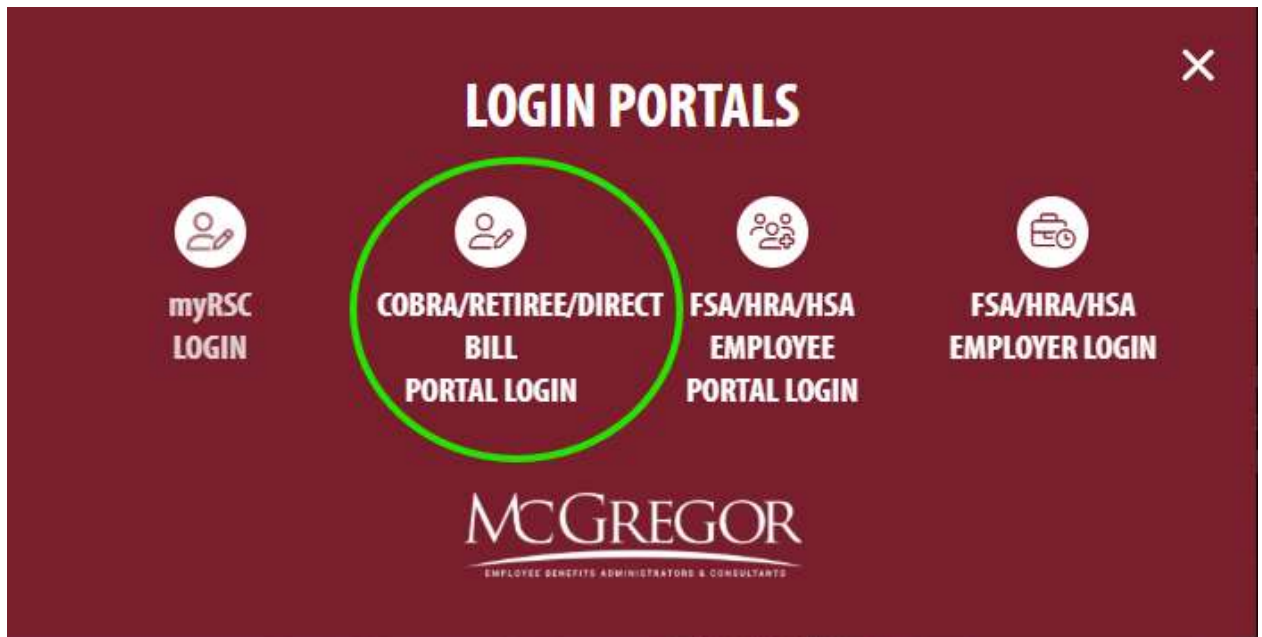
- a. Locate your myRSC login instructions.

Your login instructions will be with your COBRA notice.

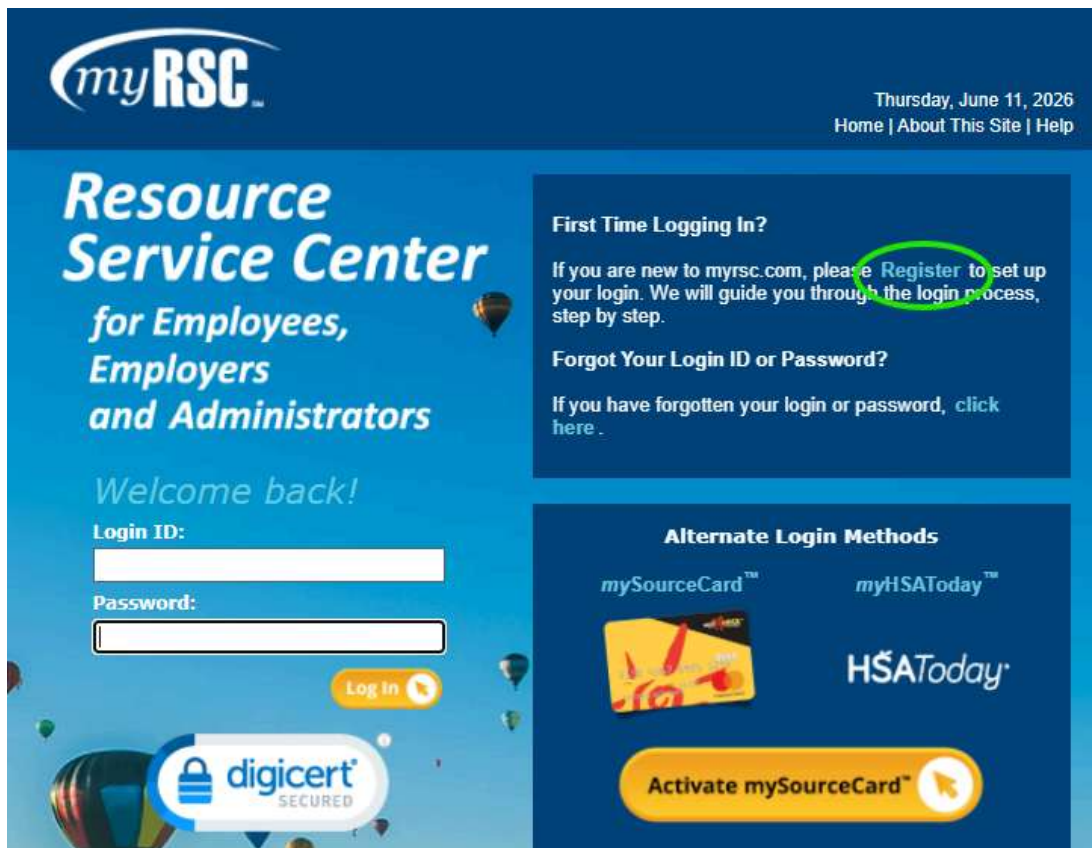
- b. Go to www.mcgregoreba.com and click on Login Portals in the upper right-hand corner.



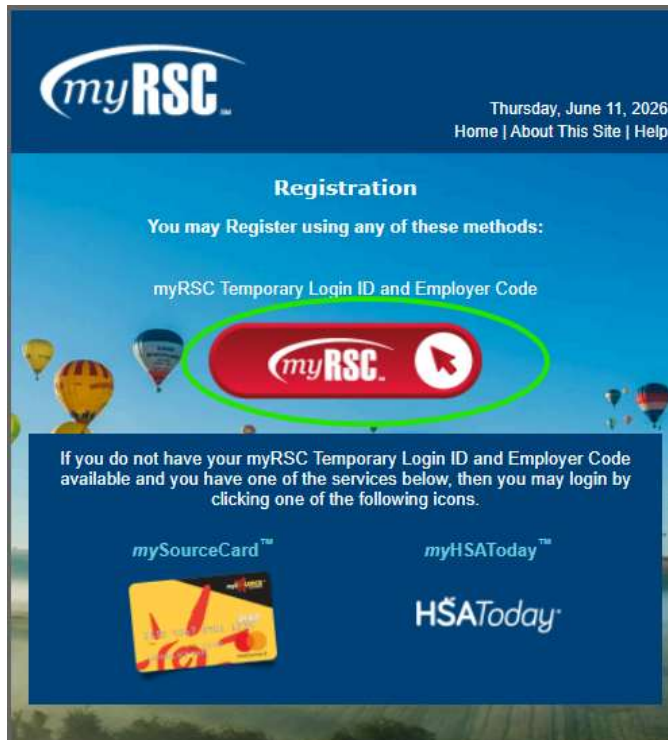
- c. Click on COBRA/Retiree/Direct Bill Portal Login.



- d. Click on Register under First Time Logging In?



- e. Click on the red myRSC button.



- e. Enter your Social Security number without dashes into Login ID.

myRSC

Thursday, June 11, 2026
Home | About This Site | Log In/Out

Please follow these simple steps:

- 1 Enter your Login ID**
Enter your Login ID (provided to you in the myRSC login letter you received) in the field below, then click the Continue button.
- 2 Enter your Employer Code**
If your Login ID is accepted, you will be prompted to enter your Employer Code (provided to you in the myRSC login letter you received), which is used to verify your presence in the system.
- 3 Create your new Login ID**
Next, we will ask you to create a new Login ID, and to provide us with some additional account information. You will use this new Login ID the next time you login to our site. Please remember your Login ID.
- 4 Create your Password**
Lastly, we will ask you to enter a password that will be used in conjunction with your Login ID to login to our site. Please remember your Password.

Step 1: Enter your Login ID

Login ID [Continue >>](#)

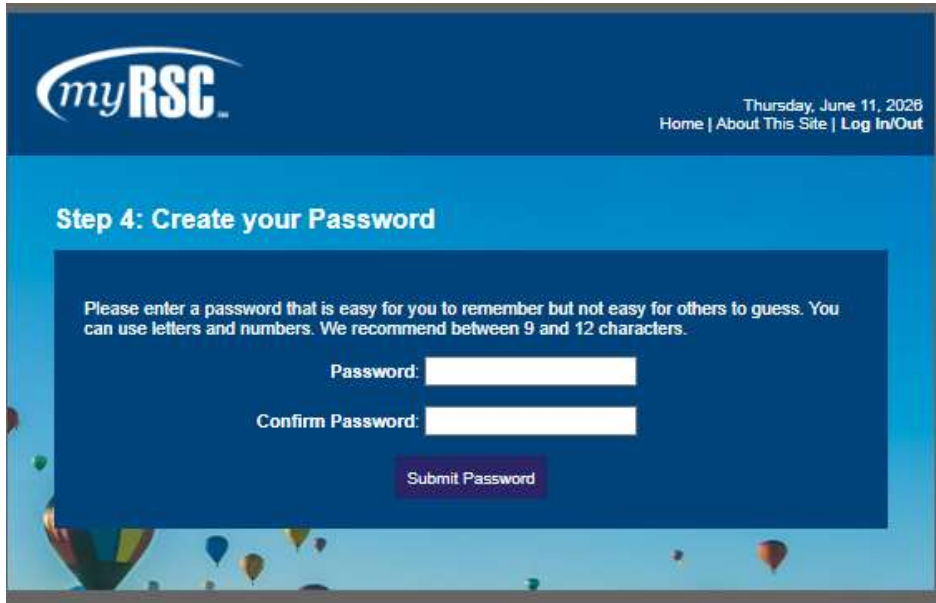
- f. Enter your Employer Code. Your Employer Code is located on number 6 of your myRSC Login instructions.

The screenshot shows the myRSC login interface. At the top left is the myRSC logo. At the top right, it says "Thursday, June 11, 2026" and "Home | About This Site | Log In/Out". The main heading is "Step 2: Enter your Employer Code". Below this, a text box says: "Please enter the Employer Code provided to you by your administrator. Otherwise, please [return to the login page](#) and enter a valid Login ID and Password." There is a label "Employer Code:" followed by a white input field and a purple "Continue >>" button. The background features a blue sky with colorful hot air balloons.

- g. The system will ask you for a Personal Login ID. You will need to remember this Login ID for when your login. Your ID will need to be between 6 and 100 characters in length, but not 9 characters. You can use numbers and special characters. Quotes are not allowed. You will need to enter your own secret question or select a question from the drop-down menu.

The screenshot shows the myRSC registration interface. At the top left is the myRSC logo. At the top right, it says "Thursday, June 11, 2026" and "Home | About This Site | Log In/Out". The main heading is "Step 3: Create your new Login ID". Below this, a text box says: "Thank you for logging into myRSC.com. For your benefit, our system requests that you create your own Login ID for further use. Due to restrictions within the system, the Login ID must be minimum 6 characters and maximum 100 characters in length, but never 9 characters in length. Alphanumeric (a,A thru z,Z), numeric (0 - 9), and some special characters (".", "@", "_", and "-" [Quotes not included]) are allowed." The form has three sections: 1. "Enter a Personal Login ID" with a white input field containing "JimTest055". 2. "When I have forgotten my password, please send my password to this E-mail Address:" with a white input field. 3. "During the Forgot Password process, you will be asked your secret question and you must answer with your secret answer." This section has two options: "Enter my own secret question" (selected with a radio button) and "Choose a secret question" (with a radio button). Below "Enter my own secret question" is a white input field containing "Tester". Below "Choose a secret question" is a dropdown menu showing "What is your mothers maiden name?". At the bottom right is a purple "Submit" button. The background features a blue sky with colorful hot air balloons.

- h. Enter your password. You can use letters and numbers.

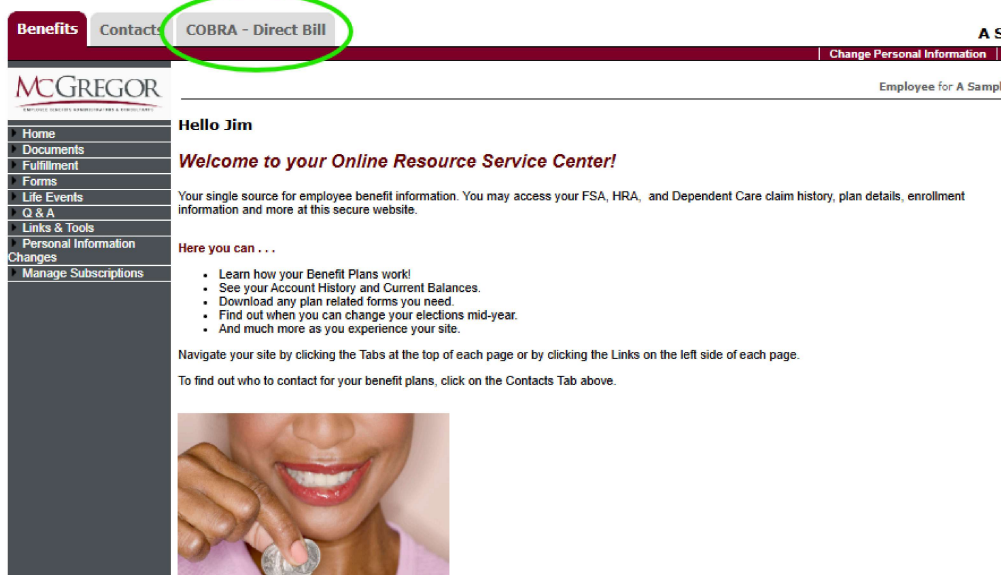


The screenshot shows the 'myRSC' logo in the top left corner. In the top right corner, it displays the date 'Thursday, June 11, 2026' and links for 'Home | About This Site | Log In/Out'. The main heading is 'Step 4: Create your Password'. Below this, a text box instructs the user: 'Please enter a password that is easy for you to remember but not easy for others to guess. You can use letters and numbers. We recommend between 9 and 12 characters.' There are two input fields: 'Password:' and 'Confirm Password:'. Below these fields is a 'Submit Password' button. The background of the page features a blue sky with several hot air balloons.

Elect Continuation Benefits

Electing Benefits:

- a. Once you are logged in to myRSC, there will be three tabs at the top of the page. To elect benefits, you will click on the COBRA- Direct Bill tab at the top.



The screenshot shows the myRSC user interface. At the top, there are three tabs: 'Benefits', 'Contacts', and 'COBRA - Direct Bill'. The 'COBRA - Direct Bill' tab is highlighted with a green circle. To the right of the tabs, there is a 'Change Personal Information' link. Below the tabs, the user is logged in as 'Jim'. The main content area displays a welcome message: 'Welcome to your Online Resource Service Center!' and provides information about the user's single source for employee benefit information. A list of links is provided under the heading 'Here you can...'. The left sidebar contains a list of links: Home, Documents, Fulfillment, Forms, Life Events, Q & A, Links & Tools, Personal Information Changes, and Manage Subscriptions. At the bottom of the page, there is a small image of a smiling woman holding a coin.

- b. Select Elect Coverage Continuation

The screenshot shows the 'COBRA - Direct Bill' page. On the left is a navigation menu with links: Home, Benefit History, Family Members, Transactions, Pay Premium, and Back to TPA site. The main content area is titled 'Premium Billing' and contains links for Benefit History, Family Members, Transactions, Pay Premium, and Elect Coverage Continuation. The 'Elect Coverage Continuation' link is circled in green.

- c. Please review the terms of agreement and select the checkbox next to I AGREE and click on Continue.
- d. You will need to select each benefit you would like to elect and at which tier.

The screenshot shows the 'Elect Coverage Continuation - Choose Your Elections' page. The 'I AGREE' checkbox is circled in green. The page displays three benefit options, each with a table of tiers and premiums. The 'Elect Coverage Continuation' link in the left navigation menu is also circled in green.

Last Day To Elect: 7/4/2026 Coverage Start Date: 5/1/2026		
Benefit Tier	Premium	Covered Members
TCG \$1000 PPO Medical Plan (COBRA)		
☒ Employee Only - Single (EE)	\$819.22	☒
Sun Life Vision Plan (COBRA)		
☐ Employee Only - Single (EE)	\$5.57	☒
☒ Employee + Spouse (EE+SP)	\$11.14	☒
Sunlife Dental Plan (COBRA)		
☐ Employee Only - Single (EE)	\$34.70	☒
☒ Employee + 1 Dependent (EE+1)	\$65.37	☒

The rates listed above reflect the most current plan year's premiums. Any event with a date that corresponds to a previous plan year will be assigned the appropriate premium at the time of processing.

Cancel << Back Continue >>

- e. Review your selection on the next screen and submit to confirm.

Make Premium Payment

Payment: Reinstatement for your COBRA policy will not be sent until we've received your first full premium payment. You can pay in two ways. You can pay via ACH, which will have a \$2.00 fee. Payment made with a card will incur a 3% fee.

Payment by Bank Account - Click on the COBRA- Direct Bill Tab and then Pay Premium.



If you are paying by Bank Account Draft, select the radio button next to Bank Account Draft and then click Manage Payment Accounts. You will add your Bank Account information.

To add a new account, type in the name of the bank, routing number, and account number. DO NOT select Auto Draft Usage unless you would like to sign up for auto draft. Click on the Floppy Disk icon to save.

A screenshot of the McGREGOR website's 'Manage Payment Accounts' form. The top navigation bar has tabs for 'Benefits', 'Contacts', and 'COBRA - Direct Bill', with the latter being selected. Below the navigation bar is the McGREGOR logo and a sidebar menu with links: 'Home', 'Benefit History', 'Family Members', 'Transactions', 'Pay Premium', and 'Back to TPA site'. The 'Pay Premium' link is highlighted with a green circle. To the right of the sidebar, under the heading 'Manage Payment Accounts', there is a table titled 'My Accounts' with columns: 'Account Nickname (ex: Bob's Savings)', '* Bank', '* Account Type', '* Routing Number', '* Account Number', 'Auto Draft Usage', and 'Status'. Below the table, there is a yellow box with the text 'Click the Disk Icon to save your Bank Account information.' and a form with input fields for 'Account Nickname', 'Bank', 'Account Type' (a dropdown menu showing 'Checking'), 'Routing Number', and 'Account Number'. A radio button next to 'Auto Draft Usage' is highlighted with a green circle. To the right of the radio button is a 'NEW' button with a floppy disk icon. Below the form, there are buttons for 'New' and 'Cancel', and a link for 'Help me locate my Account Information'. At the bottom left, there is a link for '<< Return to Pay Premium'.

To pay by credit card, select the radio button next to “by Credit/Debit Card,” and select Next.

COBRA – Direct Bill

Pay Premium
Please select a method of payment, then click the **Next >>** button.
How would you like to pay?
☐ by Bank Account Draft
☒ by Credit / Debit Card

Premium Payments And Scheduled Premium Payments
[Premium Payments](#)
[Scheduled Premium Payments](#)
[Manage Payment Accounts](#)

You will next need to type in the amount of your payment. Your premium cost will be found on page 7 of your COBRA notice.

Pay Premium by Credit / Debit Card

If you are making a payment for someone other than Duane Owens (spouse, dependent or other), then please contact your administrator, as set forth in your Election Notice and Payment Coupons.

Please enter the Premium Payment information, then click the **Next >>** button.

7/9/2026

ENTER PREMIUM AMOUNT: \$

NOTE: You will be redirected to ACI Payments, Inc. to make your payment through a money transfer. You may need to edit your web browser pop-up settings to allow this.

NOTE: All payments will be recorded based on Eastern Time Zone (Example: 10 PM PST payment will be reflected as 1 AM).

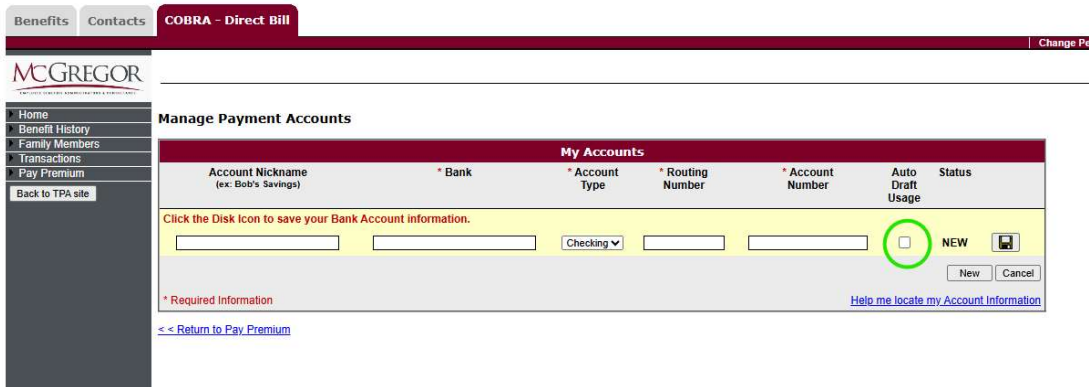
NOTE: Maximum transaction amount is \$2,912.00 plus fees at 3%. Multiple payments may be submitted if a greater premium is due.

[Premium Payments](#)

Please follow the prompts on the ACI PAY site to complete your payment. You will receive a receipt when your payment is complete.

Set up Auto Draft

To set up Auto Draft, type in your account information and check the Auto Draft Usage box. It will prompt you to enter your routing number and account number again before it saves. Your premium will continue to be drafted until you turn off the function or terminate your COBRA.



Benefits Contacts **COBRA - Direct Bill** [Change Pa](#)

MCGREGOR

Home
Benefit History
Family Members
Transactions
Pay Premium
Back to TPA site

Manage Payment Accounts

My Accounts						
Account Nickname (ex: Bob's Savings)	* Bank	* Account Type	* Routing Number	* Account Number	Auto Draft Usage	Status
Click the Disk Icon to save your Bank Account information.						
		Checking ▾			☐	NEW 
New Cancel						
* Required Information Help me locate my Account Information						
<< Return to Pay Premium						