Follow the steps below to log in and access your P&A Direct Billing Account. It’s fast, easy and gives you 24 hour access to your plan.

Go to the P&A homepage at www.padmin.com and navigate to the blue login tab at the top of the homepage. Select Employees.

Log into your account under the My Benefits Account Login box. Enter your username and password credentials and click the Submit button.

**FIRST TIME USER:** Please click on the First Time Logging In link located near the submit button. You will then be prompted to create a username and password for your account.

**NOTE:** Once complete, you must click the Submit button instead of hitting the Enter key on your keyboard.
Once you log in you will reach your **My Benefits Summary**, which displays your direct billing information.

Click the **Show/Hide Plan Details** button to expand your direct billing plan details. You can view open invoices, payments, benefits, qualifying events and initial notices.

**P&A CUSTOMER SERVICE**

**HOURS:** Monday - Friday, 7:30 AM - 9:00 PM CT

**PHONE:** (800) 688-2611

**WEB:** www.padmin.com - Contact Us