



IMF and Aetna International Better together

How to enter banking
details



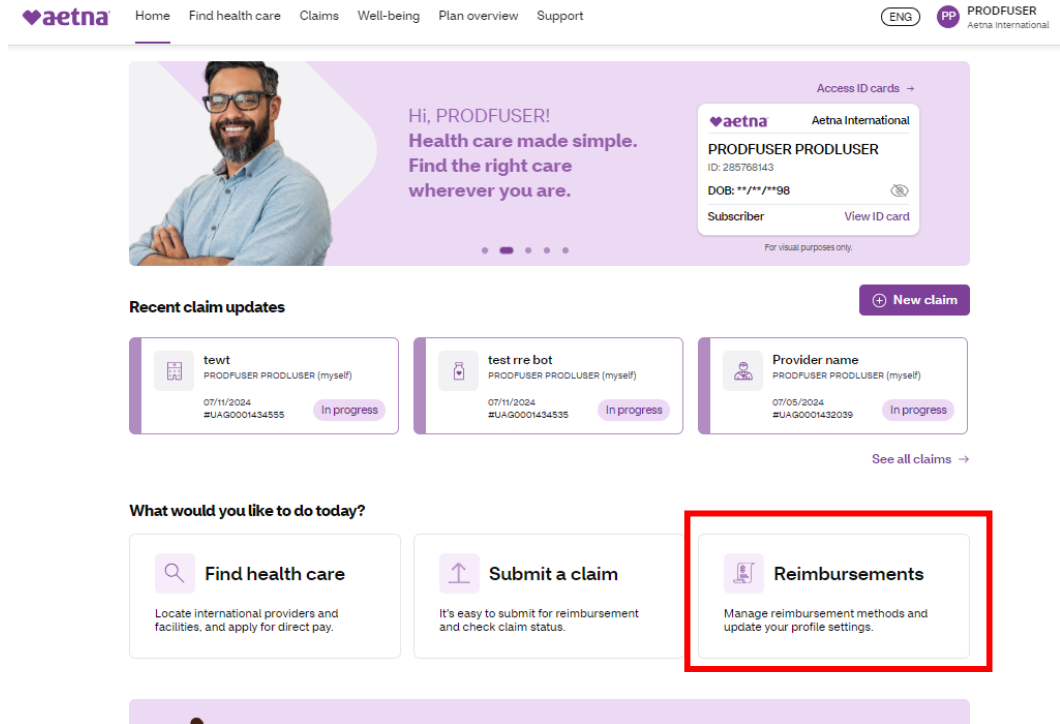
July 2024

How to enter banking details

Steps to enter banking details

Step 1

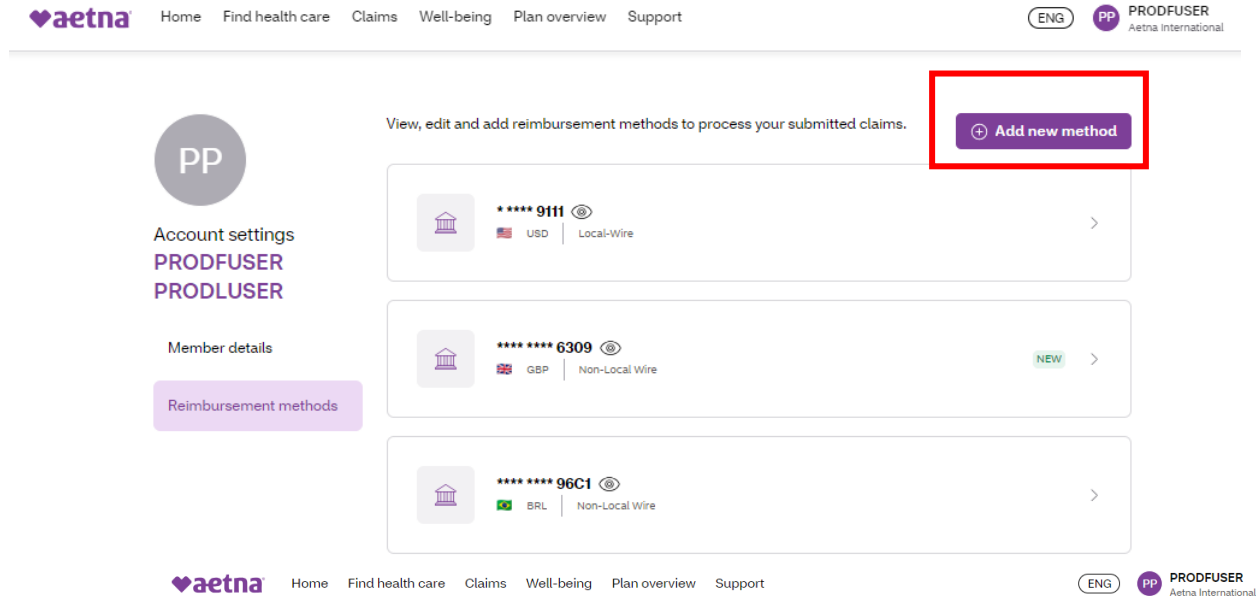
- From the home screen, under the section called “What would you like to do today?”, Click on “Reimbursements”.



Steps to enter banking details

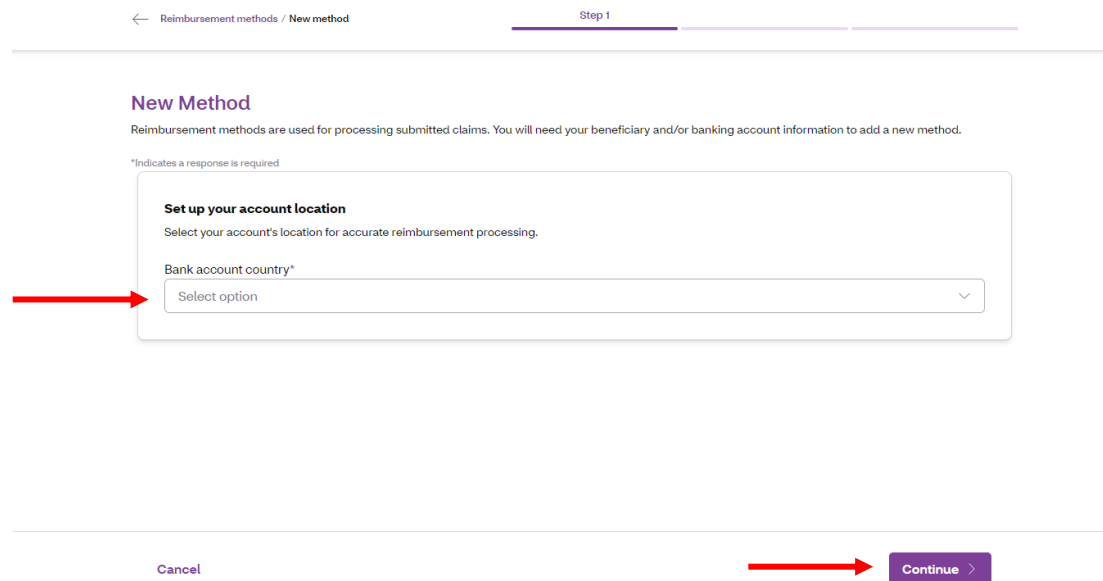
Step 2

- Click the purple button “Add new method”.
- If you already had another method listed, you will need to confirm again that you would like to “Add method”.



Step 3

- Click on the country where your account is located.
- Click “Continue”



Steps to enter banking details

Step 4

- Click on the country where your account is located.
- Choose the method in which you wish to be reimbursed.
- Click “Continue”

♥aetna Home Find health care Claims Well-being Plan overview Support ENG PP PRODFUSER Aetna International

← Reimbursement methods / New method Step 1

New Method

Reimbursement methods are used for processing submitted claims. You will need your beneficiary and/or banking account information to add a new method.

*Indicates a response is required

Set up your account location

Select your account's location for accurate reimbursement processing.

Bank account country*

FRANCE

Choose your method

Select the appropriate type of bank account to receive your reimbursements.

☒ Electronic ACH ? ☐ Local-Wire ?

☐ Non-Local Wire ? ☐ By check ?

Cancel Continue >

Steps to enter banking details

Step 5

- Enter personal details.

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← Reimbursement methods / New method / Electronic ACH

Step 2

Electronic ACH 

Beneficiary

Complete the details of the person receiving the reimbursement. This would be the bank account holder.

☐ I am the beneficiary

First name*

Enter First name

Middle initial

Enter Middle initial

Last name*

Enter Last name

Phone number

+00

Email address*

Enter Email address

Cancel

Back

Continue >

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Steps to enter banking details

Step 6

- Enter banking details that are required for your country.
- Please note, the requirements in each country are different.
- If you have questions or problems when entering your banking details, please contact customer service.
- You may need to contact your bank to confirm the details. Aetna International is not able to obtain your bank account details from IMF or Cigna.

The screenshot shows the Aetna International website interface. At the top, there is a navigation bar with the Aetna logo and links for Home, Find health care, Claims, Well-being, Plan overview, and Support. On the right, there are language options (ENG) and a user profile (PP) for PRODFUSER. Below the navigation bar, a breadcrumb trail indicates the current path: Reimbursement methods / New method / Electronic ACH. A progress bar shows that Step 3 is the current step. The main content area is titled 'Electronic ACH' with a help icon. It contains a form titled 'Destination Bank' with the instruction 'Complete your destination bank account details so we can validate your account information.' The form has six input fields: 'Destination currency*' (pre-filled with 'EMU Euro'), 'Bank code*' (placeholder 'Enter Bank code'), 'Branch code*' (placeholder 'Enter Branch code'), 'Account number*' (placeholder 'Enter Account number' with an eye icon), 'Check digit*' (placeholder 'Enter Check digit'), and 'Account type*' (a dropdown menu with 'Select Account type'). At the bottom right of the form are 'Validate' and 'Clear' buttons. A red arrow points to the 'Validate' button. Below the form, there are 'Cancel', 'Back', and 'Save' buttons. A red arrow points to the 'Save' button.

Step 7

- After you entered your banking details, click “Validate”.
- Once you have validated your banking information, click “Save”.