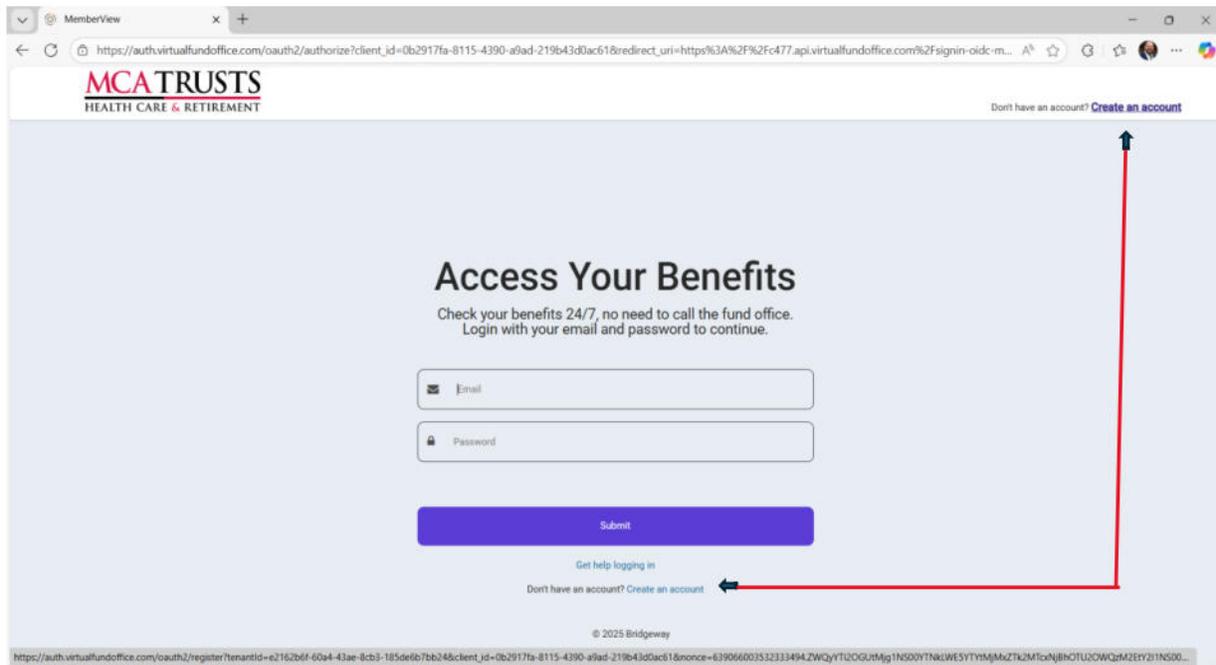


Creating a Bridgeway MemberView “Dependent” Account

** Note: To create a MemberView account you must be an active participant in the MCA Health Care or Retirement Trusts.

1. Enter or copy & past the following URL into your internet browser:
<https://c477.member.virtualfundoffice.com>
2. Click on “Create an Account” top right corner of the page or at the bottom of the page.



3. Select “Dependent”, enter your email address and then confirm your email address and select “Continue”.

MemberView

https://auth.virtualfundoffice.com/oauth2/register?tenantId=e2162b6f-60a4-43ae-8cb3-185de6b7bb24&client_id=0b2917fa-8115-4390-a9ad-219b43d0ac61&nonce=639067899720...

MCA TRUSTS
HEALTH CARE & RETIREMENT

Already have an account [Login](#)

CREATE AN ACCOUNT

Select a user type to get started.

Member
This is the primary benefit owner

Dependent
This is a spouse or family member

[Continue](#)

Step 1 of 3

© 2025 Bridgeway

4. Enter your personal information. The information (First name, Last name, Last 4 Digits of SSN, Birth date, and Zip code) must match what MCA Trusts has on file. If you are unsure, look at your MCA/Allegiance insurance card. Use the Mobile phone number you plan to use to access the MemberView mobile app. Then enter the Zip Code, Last 4-digits of SSN, and Birthdate of the Member you are a dependent under. Now click “Continue”.

MemberView

https://auth.virtualfundoffice.com/oauth2/register

MCA TRUSTS
HEALTH CARE & RETIREMENT

Already have an account [Login](#)

CREATE AN ACCOUNT

Enter your personal info

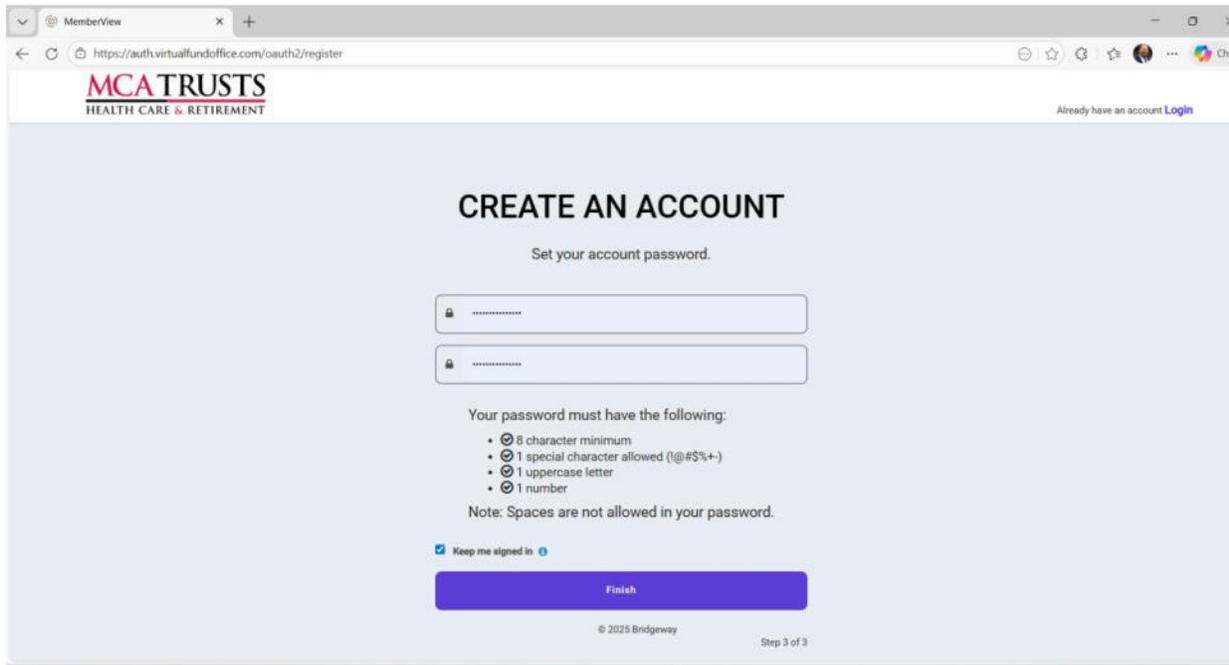
Information About You

Information About The Member

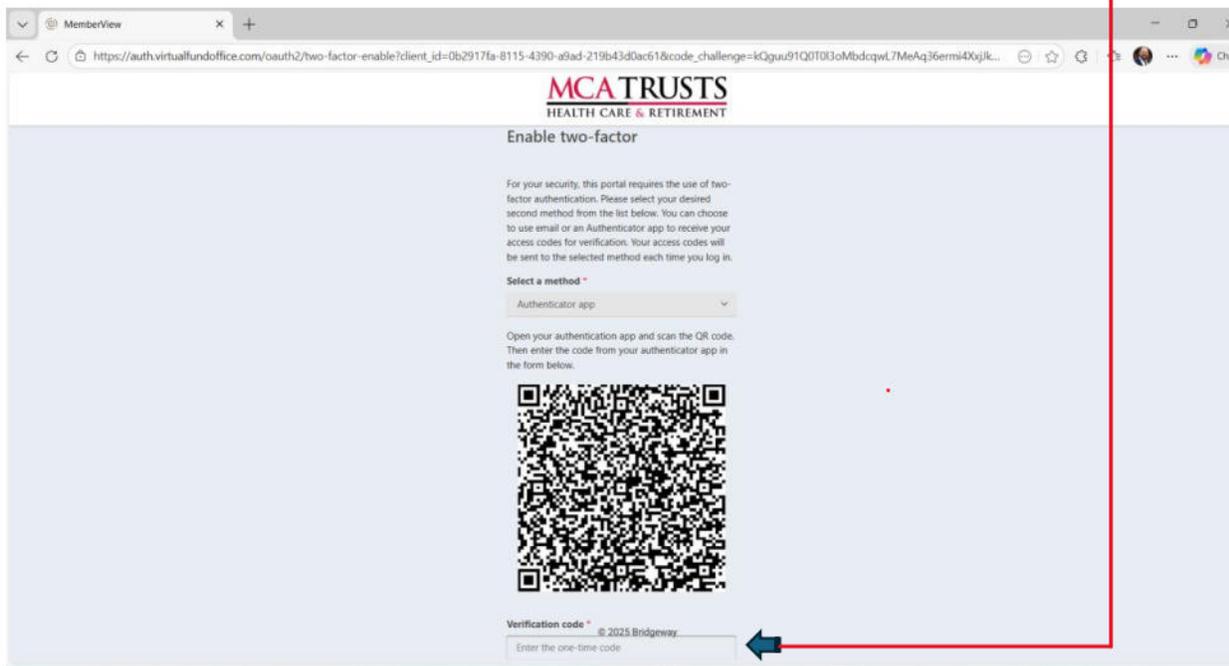
[Continue](#)

© 2025 Bridgeway

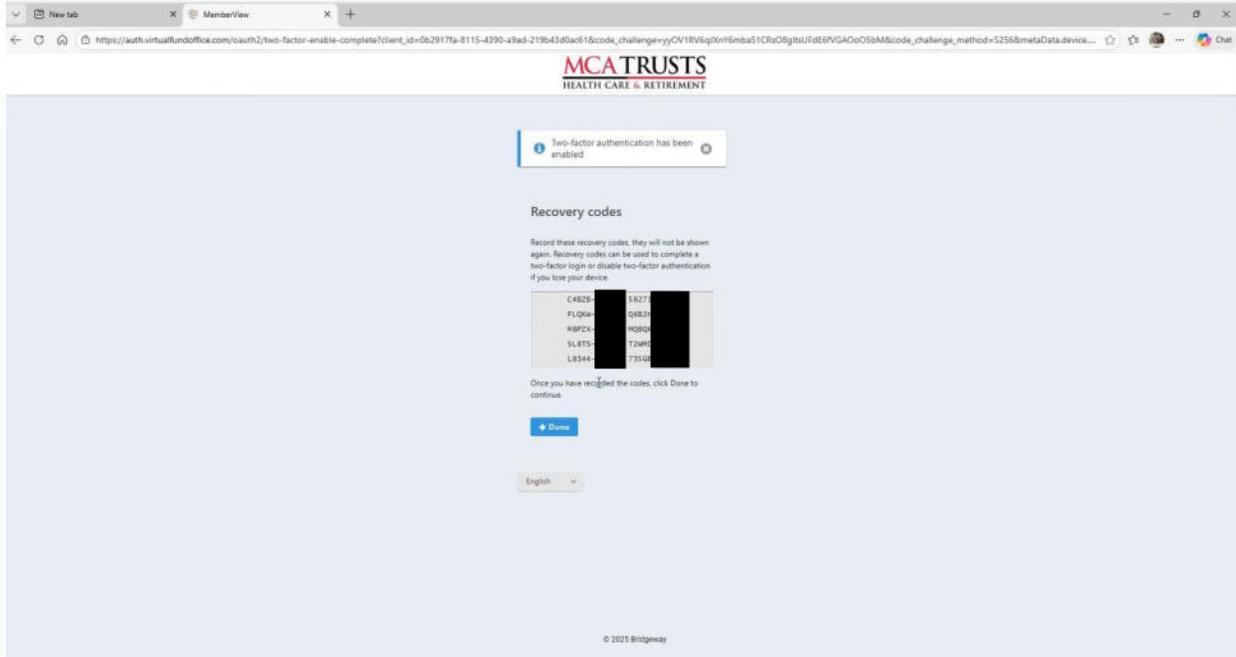
5. Now “Create an Account” by entering and confirming your password.



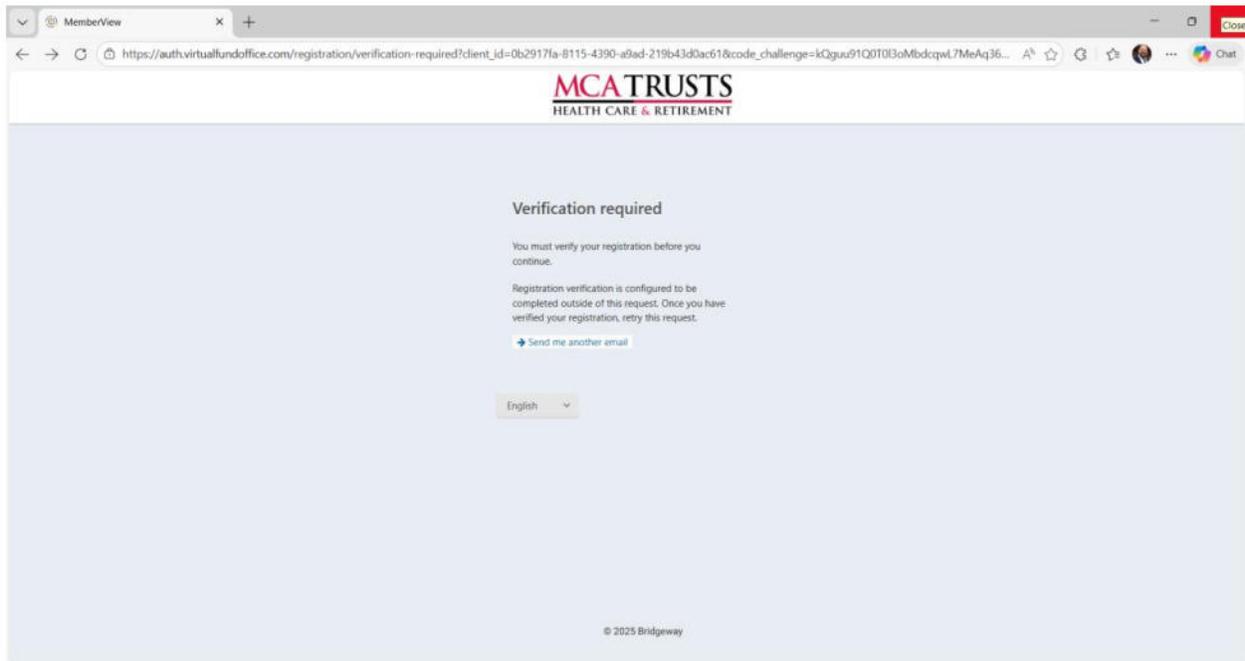
6. To enable two-factor authentication, you can choose by Email or Authenticator App. MCA Trusts recommends the authenticator App since it is more secure. Open your Authenticator App (Duo, Google, or Microsoft) and scan the QR code. Once scanned, open your Authenticator App and enter the Verification Code.



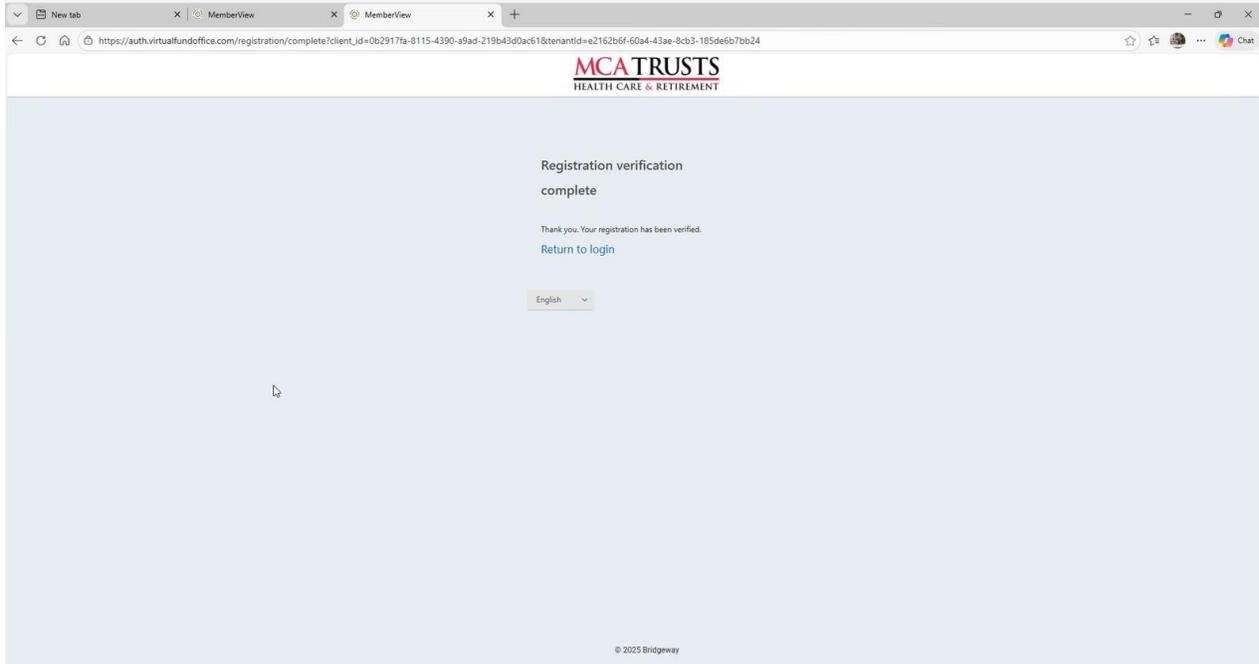
7. You will now be directed to your “Recovery codes” screen. Once you have recorded the codes. Click on the “Done” button.



8. You will now be directed to the “Verification required” screen and an email will be sent to the email you used to setup this account.



9. In your email inbox open the verification email to verify the setup of your account. If you do not see it in your inbox, check your junk mailbox or security scan box.



10. Your account is now active. Click on "Return to login" and enter your username and password, you will be directed to the Authentication screen, enter your authentication code and you are in. Congratulations!