

Employers and TPAs in MiUI

Quick Reference Guide

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The Role of Employers in MiUI

MiUI gives employers ownership and control over their accounts, allowing them to independently manage Third-Party Administrator (TPA) relationships by creating, updating, or deleting associations. TPAs can be Employer Representatives, Professional Employer Organizations (PEOs), Fiscal Intermediaries (FIs), or Reimbursable Group Accounts.

Employers can assign specific roles to TPAs, limiting their access to the information and functions needed for their tasks. While certain TPAs can assign themselves to an employer account if they have the proper organization type and/or documentation, other TPAs must wait for the employer to do so. This reduces security risks and allows TPAs to focus on their assigned duties.



The Role of TPAs in MiUI

TPAs complete tasks on behalf of an employer based on their assigned roles. The potential roles for TPAs are listed below. Details on the functions associated with each role can be found on the [MiUI Roles and Definitions Quick Guide](#).

- ✓ *Edit Account Maintenance*
- ✓ *View Account Maintenance*
- ✓ *Edit Benefit Charges*
- ✓ *View Benefit Charges*
- ✓ *Edit Claims Forms Mailing*
- ✓ *Edit Tax Payments Update and Submit*
- ✓ *View Tax Payments*
- ✓ *Submit Employment and Wage Detail*
- ✓ *View Employment and Wage Detail*
- ✓ *View Rate Notice and Voluntary Contribution*
- ✓ *WOTC Update and Submit*
- ✓ *WOTC View Only*



TPA Access to MiUI

Existing TPAs will need to initiate their accounts in MiUI to gain access to the system, while new TPAs will register for accounts in MiUI. TPAs will receive additional information regarding the registration/initiation process at a later time.

Additional Resources

As you prepare for the transition to MiUI, remember to:

- Explore [MiUI University](#)
- Join the [mailing list](#) to receive the Employer Advisor newsletter and MiUI Minute

