How to set-up a Costco pharmacy account and order COVID-19 tests
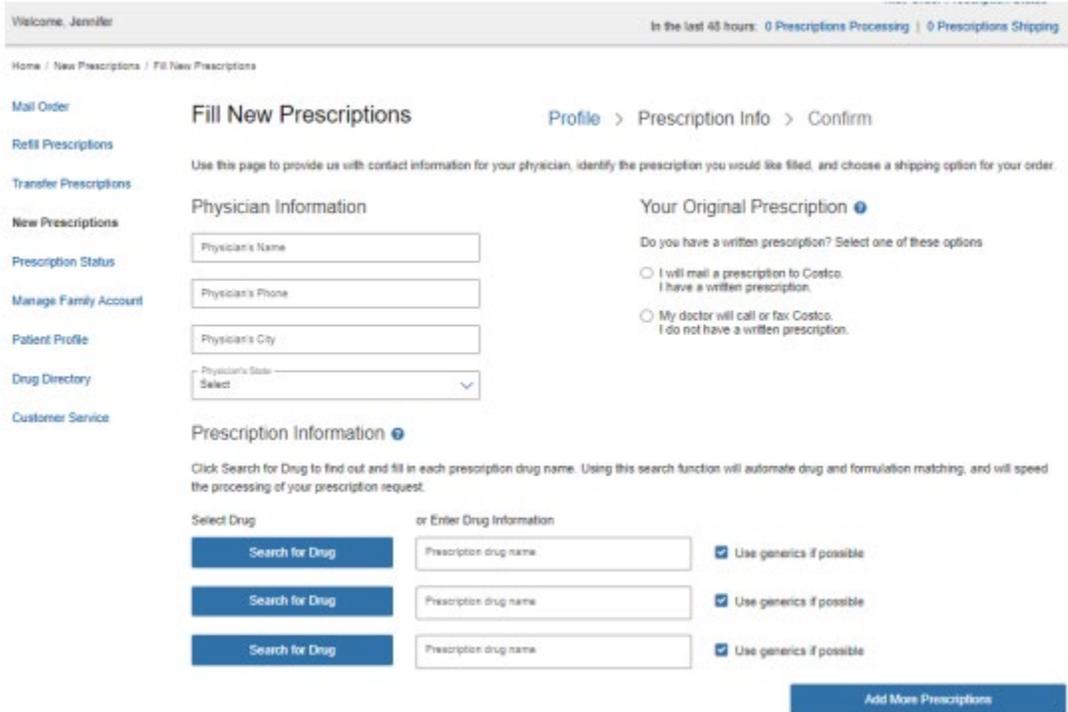
Set up a Costco pharmacy account

1. Visit the [Costco pharmacy website](#)

2. Sign in or register for a new account

3. Select "Mail Order"

4. Select "Complete Patient Profile"

5. Complete "Account and Patient Info"

6. "Insurance" tab:

   - "Would you like us to bill a prescription insurance plan", select Yes
   - "Select Plan Name", Navitus Health Solutions (Uniform Medical Plan)
   - Input your Member ID (including the W)
   - RxGroup Number: PEBB members use 10008217, SEBB members use 10016720
   - Policyholder name: Enter Subscriber name
   - Relationship to cardholder: Enter your relationship to the subscriber
   - Policyholder Date of Birth: Enter Subscriber's birthdate
   - Insurance Phone: 1 (888) 361-1611

7. "Payment method"

   - Skip the payment method

8. "Address" tab:

   - Enter Shipping address
   - Enter Billing address

9. "Privacy" tab

   - Approve disclosure

10. Save changes

How to order COVID-19 tests

1. Select "New Prescriptions" from the left-hand menu

2. Complete the Physician information as follows:

   - Physician's name: Costco Test
   - Physician's phone: 800-111-1111
   - Physician's city: Seattle
   - Physician's state: WA
   - Your original prescription: Select "My doctor will call or fax Costco. I do not have a written prescription"

3. Enter drug information into the Prescription drug name field:

   - Prescription drug name: Enter COVID tests
   - Shipping option: Select standard shipping
   - Click "Next"

4. Confirm prescription request

For further assistance ordering test kits, UMP members can call Costco Mail Order Customer Service at 1-800-607-6861.

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