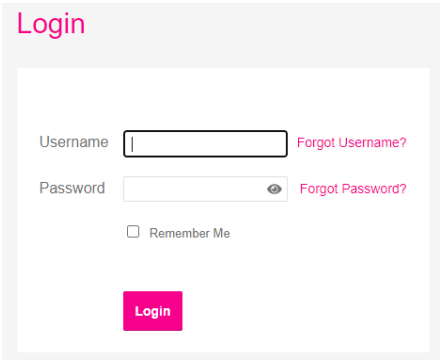
How to Login

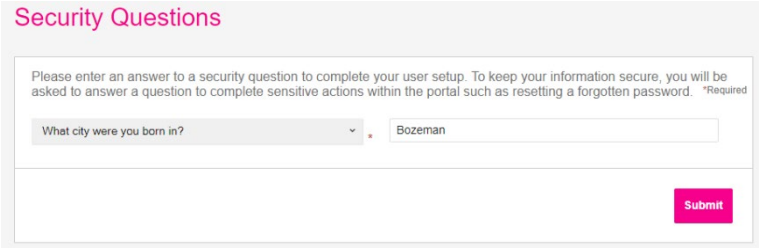
isolved Benefit Services provides all Flexible Spending Account (FSA) and Health Reimbursement Arrangement (HRA) participants with an online portal that provides anytime access to view and manage account information. To access the website and view account information, follow these step-by-step instructions to login the first time.

1: Navigate to the isolved Benefit Services login page.



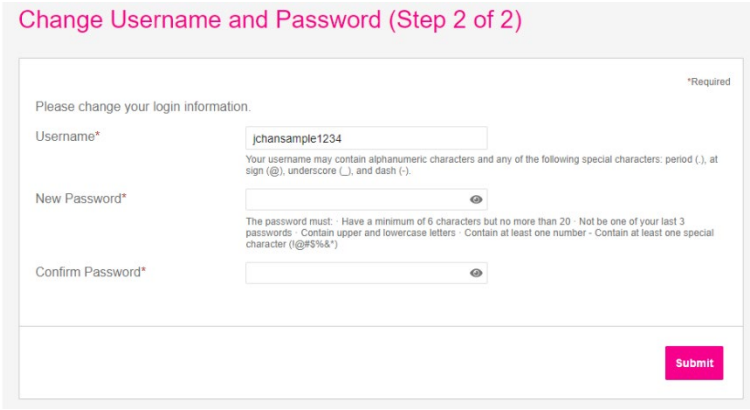
For security purposes, it is important for you to login to setup your Username and Password. isolved Benefit Services provides you with a 120-day timeframe to access your account to assist with the security of your account. If you access your account after the 120-day timeframe, you will need to contact isolved Benefit Services to receive a temporary password.

2: Enter your Username and Password using lower case first initial, last name and last four digits of your Social Security Number as both Username and Password (e.g. jsmith1234).



3: You will be prompted to **answer security questions** when you login and change your username and password. (You will only be asked these questions upon logging in to the website the first time.) Answers to security questions are case sensitive.

4: Set up your **Username** and new **Password**. (Note: Your username may contain alphanumeric characters and any of the following special characters: period (.), at sign (@), underscore (_) and dash (-). Your password must have a minimum of six characters, not be one of your last three passwords, contain at least one upper and lowercase letters, contain at least one number and at least one special symbol (-+=!@#$%^&*_).



A few reminders: strong passwords are very important part of your account remaining secure; use a different password for each of your online accounts; do not use people's names or special dates as passwords; mis it up with upper- and lower-case letters, numbers and special symbols.

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How to Login

The Participant Online Portal enables you to:

- File a claim online
- Upload receipts
- View up-to-minute account balances
- View account activity, claim history and payment (reimbursement) history
- Update personal profile information
- Change login ID and/or password
- Download plan information, forms and notifications

Remember, you can **go mobile** by using your smart phone to access:

- FSA account balances
- Submit claims for reimbursement
- Send receipts using a mobile device's camera
- Configure alerts via text message

Easily check information now using an iPhone, iPod Touch, iPad or Android-powered device.

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