1. **LOGIN TO YOUR MEMBER WEBSITE**
   If you don’t have a login, click **Register** to create one now.

2. **FIND INFORMATION FAST**
   Use the **Claims** and **Spending** tabs to find everything you need to know about — and do with — your account.

3. **SIGN UP TO GET EMAILS ABOUT YOUR ACCOUNT**
   Click the **Your Account** link then, select **Account Settings** from the dropdown menu.

4. **VIEW YOUR FLEXIBLE SPENDING ACCOUNT (FSA)**
   Click on the **Spending** tab to see your account in one view, including your balance and recent transactions.

**HERE, THERE, EVERYWHERE!**
Access your account using any mobile device — smartphone, tablet or laptop.
START USING YOUR ACCOUNT  ► YOUR SPENDING TAB

VIEW RECENT TRANSACTIONS
See a list of payments made out of your account and deposits into your account.

WAYS TO SAVE MONEY
Helpful tools let you compare prices on health care and prescriptions, plus find discounts.

SEE WHAT EXPENSES YOU CAN PAY
Link to the Internal Revenue Service’s list of eligible expenses.

VIEW How-to videos and more!

ALERTS
Find out if you need to take action on any account-related tasks.

REMEMBER!
You need to provide receipts for claims entered on-line before payments are made. Click on this Alert and follow the instructions to send your receipts.

► YOUR CLAIMS TAB

VIEW CLAIMS STATUS
See whether your health plan claims are approved, pending or denied.

KNOW WHAT YOU OWE
It’s easy to see the portion you’re responsible to pay.

CLICK TO PAY CLAIMS
Use this button to send claims directly to your FSA for payment. No additional forms or receipts are needed.

SIGN UP FOR DIRECT DEPOSIT
It’s the fastest way to receive your money.

Find out more at www.HighmarkBlueShield-FSA.com

Highmark Blue Shield is an independent licensee of the Blue Cross and Blue Shield Association.

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