

5 Simple Steps to Set Up Your Health Reimbursement Account (HRA)

Welcome to your HRA! Learn how to submit claims, track your spending, and make the most of your HRA benefits—in just five easy steps.



1. Download the mobile app and/or access your online portal

- Download the mobile app and/or visit the online portal. You may use either or both to access your account, whichever you prefer. You can access the same information either way!
- Log in: Use your provided credentials to log in. If you're logging in for the first time, you'll be prompted to create an account.



2. Set up your account profile

- Personal details: Fill out your personal details and emergency contact info to complete your profile.
- Contact preferences: Choose how you'd like to receive notifications about your HRA (mail, email, text, etc.).



3. Activate your debit card

If your HRA includes a debit card, your physical card should arrive in your home mailbox soon. You can also:

- Add your card to your mobile wallet: Visit the portal for device-specific instructions on how to add your debit card to your Apple or Android mobile wallet. Adding your card to your mobile wallet gives you convenient and secure access to your HRA benefits.
- Order a physical card: You can request additional or replacement debit cards on the mobile app or online portal.



4. Explore your benefits

Visit the mobile app or online portal to access and explore your HRA benefits in detail. It's your all-in-one resource to:

- Check your account balance. Review your available balance in your HRA.
- View eligible expenses. Use the resources to learn which medical expenses are eligible for reimbursement.
- Set up direct deposit. Add a direct deposit method for reimbursements, if available.



5. Use your benefits

You can now use your benefits for eligible medical expenses, or request reimbursement for out-of-pocket costs. Here's to your health!

Need more assistance? Ask the experts!

Our Participant Services team is available Monday through Friday, from 6am to 9pm CST. If you have additional questions or need support, contact our Participant Services team by:



Call **1-866-451-3399**



For non-urgent inquiries, visit **customer.wexinc.com/contact/benefits/**



For instant online support, go to **wexinc.com**, select Login, then Benefits Account, and then select a Participant Accounts option