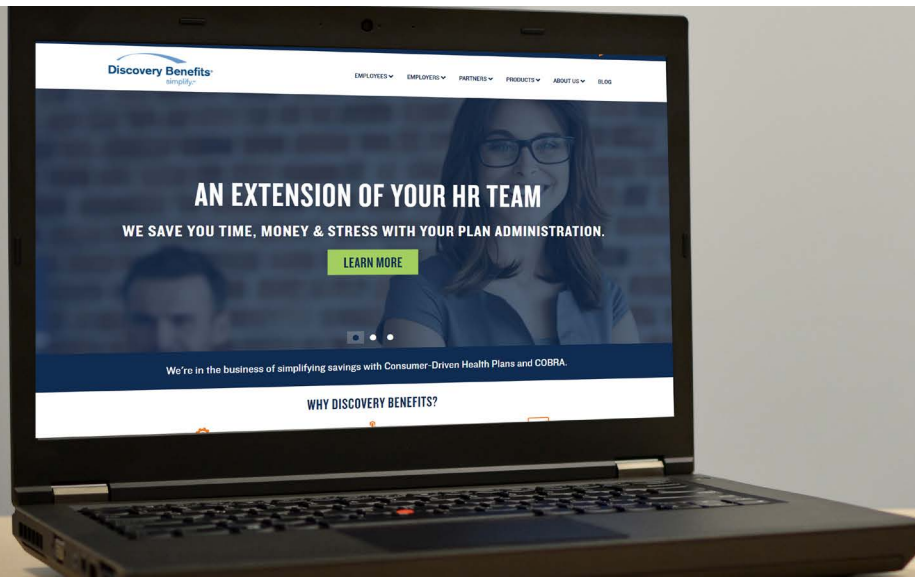


Guide: How to Log in to Your Account — Benefits



ACCESS YOUR
ONLINE
ACCOUNT IN
SECONDS

Discovery Benefits offers the ability for participants to manage their benefit account(s) online. If you have an email address on file with Discovery Benefits, you can create your account online. Just go to www.DiscoveryBenefits.com, click the Login button and select Reimbursement Accounts.

Select Create your new username and password and complete the steps below to activate your account.

Step 1 — User Identification: Complete the required fields. **Note:** You can provide either your social security number **OR** Employee ID number. Then, select Next.

Step 2 — Enter One-Time Password: You'll receive an email with a one-time password. Enter the one-time password and select Next.

Step 3 — Security Questions: Pick the security questions you would like to answer. **Note:** You will be prompted to answer security questions when completing certain functions within the portal. Then, select Next.

Step 4 — Change Username and Password: A temporary username will auto-populate. Double click on the auto-populated username to personalize it. **Note:** Keep record of your personalized username and password. Discovery Benefits does not store this information. Then, select Submit.

If you don't have an email address on file, we'll need to help you set up your online account. Please call us at 1-866-451-3399 within 30 days of joining Discovery Benefits to ensure you can access your account online when you need to.

