

SelectAccount (HRA & FSA) – Online Instructions

SelectAccount.com

Point. Click. Relax.

Managing your medical spending account shouldn't be a full-time job. At SelectAccount, we understand that you'd rather spend your free time living life than filling out forms. That's why we think you'll appreciate the convenience of the SelectAccount Online Member Service Center. When you register with the Online Member Service Center, you get access to information about your account and you can even complete many important tasks without ever putting pen to paper.

Here are a few things you can do in the Online Member Service Center:

- Create and update your personal profile
- Check your balance and monitor account activity
- Upload and store receipts in the *e-Vault*
- Utilize *WalletDoc*'s full suite of consumerism tools
- Sign up for features like direct deposit
- Request reimbursement (submit a claim/withdrawal request)
- View past reimbursement requests
- Order a SelectAccount debit card for yourself or dependents
- Create customized statements and reports
- Authorize release of information

If you have a health savings account (HSA) with SelectAccount, you can also:

- Deposit money into your HSA
- Make online payments to health care providers
- Activate and manage your investment account
- Add or change beneficiaries
- Create reports of your HSA contributions and withdrawals
- View and print tax documents

Save time. Save Money.

Nobody likes to wait when it comes to getting their money. When you sign up for these time-saving account features, you'll get your money fast, and in the process, you reduce the amount of paperwork you need to complete.

Direct Deposit

When you sign up for direct deposit, you give SelectAccount authorization to deposit your reimbursements directly into the checking or savings account of your choice. No more waiting for a paper check to arrive, and no more running to the bank.

Online reimbursement requests

When you need to use your account to pay for a health care expense, you can use the Online Member Service Center to request reimbursement. Simply complete the online reimbursement request and upload supporting documentation, if required.

But wait, there's more.

You'll also find helpful information about your medical spending account including:

- News and updates
- Calculators to help you estimate how much you can contribute to your account and how much money you'll save in taxes when you do contribute
- Eligible expense list and guidelines

How to Register

1. Visit SelectAccount.com
2. Select Members and "Sign In/Register" at the top of the screen.
3. Click on "Register" and enter your name, birth date, email address, SelectAccount ID number, zip code and the last four digits of your Social Security Number.

Help. When and where you need it.

Visit www.SelectAccount.com to manage your account anytime, any place.

If you want to talk to a real person, call our specially trained customer service team at (651) 662-5065 in the Twin Cities metro area or toll-free 1-800-859-2144.



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MilLife Inc., d.b.a. SelectAccount

SelectAccount is one of the country's leading HSA administrators. Your HSA dollars are deposited with SelectAccount and we make sure you get your money quickly when you need to pay for a health care expense.

SelectAccount has 25 years of experience in health care financing and what's more, our accountholders consistently give SelectAccount a satisfaction rating of over 95 percent.