Your employer will provide your enrollment information to Inspira. Once your enrollment has been processed you will receive a Welcome to Inspira Letter.

If you provided an email address during enrollment your Welcome Letter will be sent to your email address on file from a Do Not Reply mailbox.

If you did not provide an email address during enrollment, you can obtain a copy of the Welcome Letter from your employer.
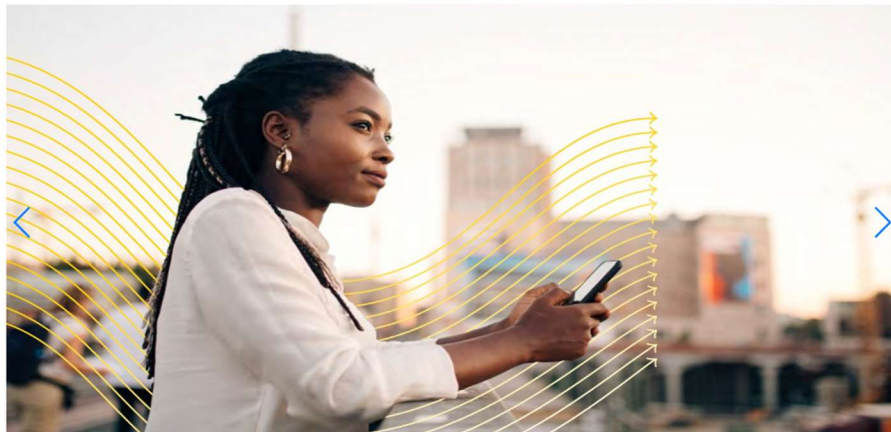
Your Welcome Letter will confirm your enrollment in an Inspira account, direct you to register online with inspirawallet.com to view your account information, and provide you with the phone number for Member Services should you need assistance.

First Time Users:

- Click the button to **Register**.

- Welcome to *Step 1*
- Input your *First Name*, *Last Name*, and *Zip Code* as it reflects on the enrollment information provided to Inspira by your employer.
- There is a box that reads *Check this box if you received a debit card for your benefit account.* (This would be for an HSA or possibly FSA if the debit card is offered with the FSA plan.)
    - Please Note: You're not required to ✓ the box and can proceed without doing so.
    - If you check ✓ the box, you'll be asked to enter your debit card information in the box that reads *Benefit Account Debit Card*.
- Click *Next* to proceed.

inspira 📞 1-855-384-8249 (TTY:711) Registration   ⊘ SIGN IN

STEP 1 〉 STEP 2 〉 STEP 3 〉 STEP 4 〉 STEP 5 〉 STEP 6

You are on step 1 of 6

Let's get you registered - please provide the information below.

First Name *   ▮▮▮▮▮

Last Name *   ▮▮▮▮▮

Zip Code *   ▮▮▮▮▮▮

☐   Check this box if you received a
    debit card for your benefit
    account.

✕ CANCEL   ✓ NEXT

ABOUT US   TERMS OF USE   PRIVACY POLICY

© Inspira Financial, LLC. All Rights Reserved.

- **PLEASE NOTE:** If your name and zip code are not unique (ex: there are two participants named John Doe within zip code 12345), you will be prompted to provide additional information.
- Employer ID.
  - o The Employer ID is your groups PFX number and was provided to you in your Welcome to Inspira Letter.
  - o Please capitalize the PFX and then follow that with the 7 numeric characters (ex: PFX1234567).
- Employee ID.
  - o The Employee ID is your Social Security Number.
  - o Please do not include any dashes or spaces (ex: 123456789).

STEP 1 ⟩ STEP 2 ⟩ STEP 3 ⟩ STEP 4 ⟩ STEP 5 ⟩ STEP 6

You are on step 1 of 6

Enter your employer information and we'll securely retrieve your information!

Employer ID *   PFX ▮▮▮▮▮

ⓘ To register with this site, you must have an **Employee ID** which could be your Health Plan Member Number, Social Security Number, an ID provided by your Employer or an alternate ID created by your Administrator, and a **Registration ID** which could be your Benefit Debit Card Number or your Employer.

If you do not know your ID or were not provided an ID, please contact your Administrator.

Employee ID *   ▮▮▮▮▮

✕ CANCEL   ← BACK   ✓ NEXT

- Welcome to *Step 2*.
- The site is requiring a Verification Code. Your options to receive the code are *E-Mail* or *Text*.
- Make your selection by clicking on the *E-Mail* or *Text* button.
- Once you've selected how to receive the Verification Code the screen will automatically update.
    - Please Note: The Verification Code should be received within a few moments, if you have not received the Verification Code after an allowable amount of time, please choose from the options to *Resend verification code* or *I did not receive my code*.
    - By choosing one of those two options additional information will be provided to you.
- Upon receiving the Verification Code type the digits on the ————— provided.

inspira   ☐ 1-855-384-8249 (TTY:711) Registration   ⊘ SIGN IN

STEP 1 〉 STEP 2 〉 STEP 3 〉 STEP 4 〉 STEP 5 〉 STEP 6

You are on step 2 of 6

We found you! Pick a method to receive a verification code now.

Send code to email: ██████████████   ✓   E-MAIL

Send code via text: ████████   ✓   TEXT

Send code via text: ████████   ✓   TEXT

                    ✕ CANCEL   ← BACK

I cannot receive a verification code

ABOUT US   TERMS OF USE   PRIVACY POLICY
© Inspira Financial, LLC. All Rights Reserved.

- Click *Next* to proceed.

inspira   ☐ 1-855-384-8249 (TTY:711) Registration   ⊘ SIGN IN

STEP 1 〉 STEP 2 〉 STEP 3 〉 STEP 4 〉 STEP 5 〉 STEP 6

You are on step 2 of 6

An e-mail has been sent to the following address:

██████████████

Enter the verification code that you received via **Email** below:

████████

Resend verification code

I did not receive my code

✕ CANCEL   ← BACK   ✓ NEXT

ABOUT US   TERMS OF USE   PRIVACY POLICY
© Inspira Financial, LLC. All Rights Reserved.

- Welcome to *Step 3*.
- Input an *alphanumeric Username* of your choice.
    - Please Note: If you receive an error message that this Username is not available, you'll need to create something different or try adding another letter or number to the one you're created.
- Enter the *Email* address as it reflects on the enrollment information provided to Inspira by your employer.
- Create an alphanumeric w/ special character password of your choice and type it in the box titled *Password*.
    - Please Note: The site will advise you on the strength of your password.
- Re-Enter the password that you've created in the box titled *Confirm Password*.
- Click *Next* to proceed.

- Welcome to *Step 4*.
- Using the drop-down arrow next to each *Select Question #* choose what security questions you want to use.
- After choosing your security questions add your answer for each one to the box titled *Question # Response*.
- Click *Next* to proceed.

inspira 📞 1-855-384-8249 (TTY:711) Registration   ⊘ SIGN IN

STEP 1 ⟩ STEP 2 ⟩ STEP 3 ⟩ STEP 4 ⟩ STEP 5 ⟩ STEP 6

You are on step 4 of 6

Select Question 1 *
What is your grandmother's middle name (your mot... ⌄

Question 1 Response *
▮

Select Question 2 *
In what city did you honeymoon? ⌄

Question 2 Response *
▮

Select Question 3 *
What is the street name where you lived when you w... ⌄

Question 3 Response *
▮

Select Question 4 *
What is your father's middle name? ⌄

Question 4 Response *
▮

ⓘ Please use the select boxes labelled select question 1, select question 2, select question 3, and select question 4 to choose questions which are relevant to you and then enter answers to those questions.

✕ CANCEL   ✓ NEXT

- Welcome to *Step 5*.

- Verify your *First Name*, *Last Name*, and *Confirm Email* address as it reflects on the enrollment information provided to Inspira by your employer.
- Click *Next* to proceed.

- Welcome to *Step 6*.
- Review your chosen security questions and answers along with your personal information.

- If changes need to be made, click the **Edit Info** button next to the section you need to update.
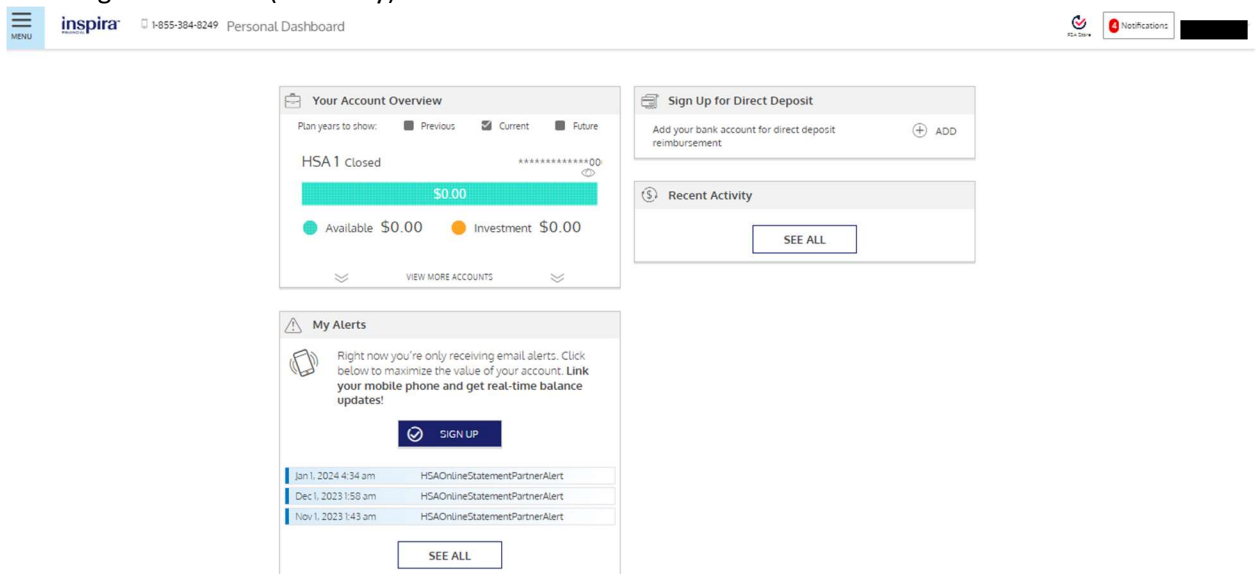- Click the *Submit* button when you're ready to proceed.

- Welcome to *Step 7*.
- Your registration is complete when you see the *Success* screen below.

- Click *Done* to proceed.

✓ **Success**

You have successfully completed the
registration process

☑ The next time you sign on to access your account information you will be asked to provide
your **username** and **password**

ⓘ To protect your personal information you may occasionally be required to complete
additional authentication

✓ **DONE**
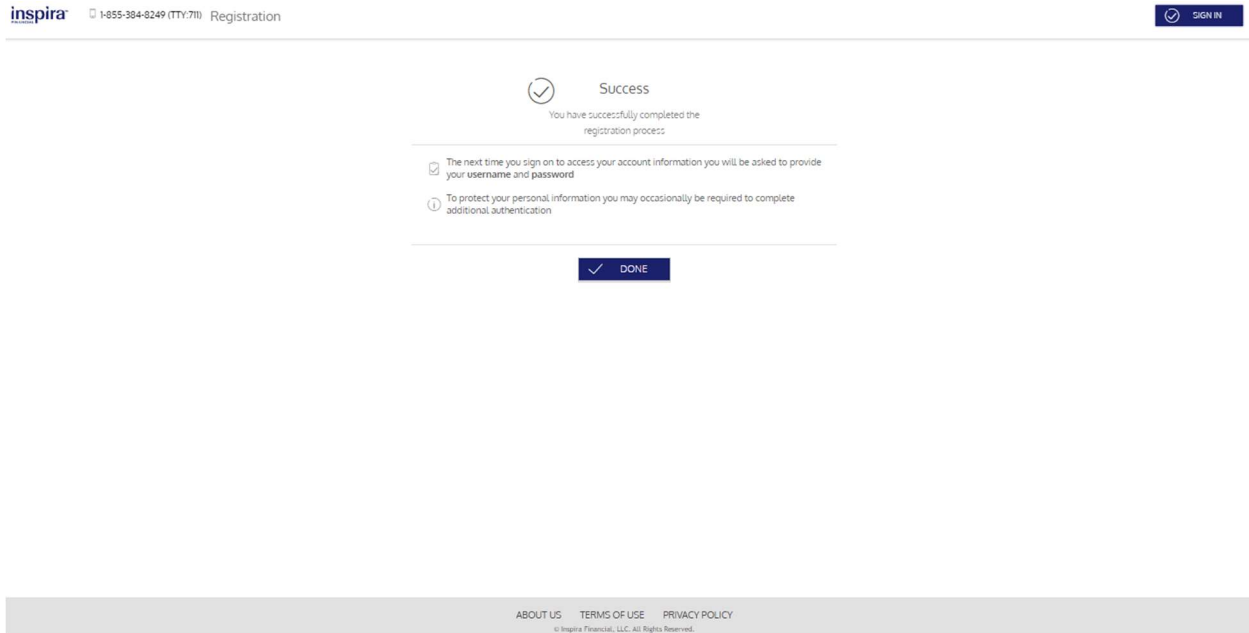
- Once your registration is complete, you'll be directed to your Personal Dashboard.
- Your Personal Dashboard will summarize your current plan information such as the type of plan you have, your Available Balance, your Investment Total (HSA Only), your Recent Activity, Alerts, and where you can sign up for Direct Deposit. You can also view your full Account Number by hovering over the 👁 (HSA Only).

☰ MENU   inspira   ☐ 1-855-384-8249 Personal Dashboard   🔴 Notifications

Your Account Overview

Plan years to show: ☑ Previous   ☑ Current   ☑ Future

HSA 1 Closed   ***********00
                                               👁

$0.00

● Available $0.00   ● Investment $0.00

⌄   VIEW MORE ACCOUNTS   ⌄

Sign Up for Direct Deposit

Add your bank account for direct deposit
reimbursement   ⊕ ADD

Recent Activity

SEE ALL

⚠ **My Alerts**

Right now you're only receiving email alerts. Click
below to maximize the value of your account. **Link
your mobile phone and get real-time balance
updates!**

✓ SIGN UP

| Jan 1, 2024 4:34 am | HSAOnlineStatementPartnerAlert |
| Dec 1, 2023 1:58 am | HSAOnlineStatementPartnerAlert |
| Nov 1, 2023 1:43 am | HSAOnlineStatementPartnerAlert |

SEE ALL

- If you have any unread Notifications, they will reflect in a red oval 🔴 at the top corner opposite of the Menu button.

- You may receive Notifications when a deposit has been made, a reimbursement has been issued, etc.
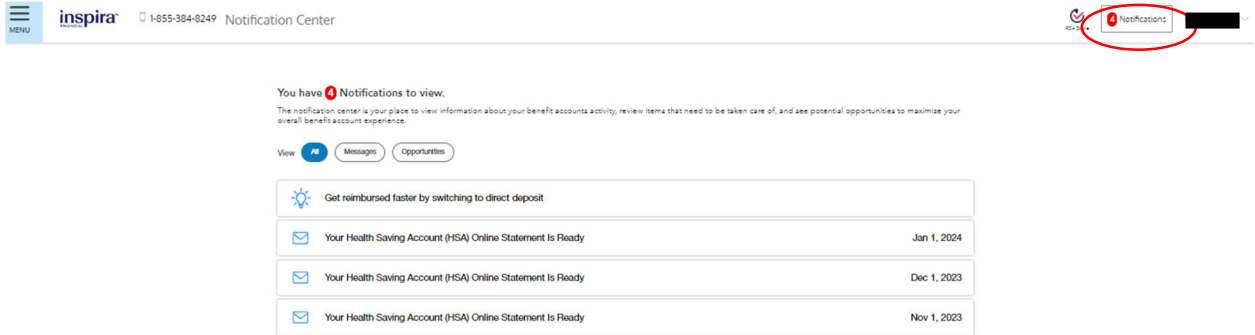
- Using the drop-down arrow next to *Hi, your name* you can view your profile information such as the phone number, email address, and mailing address that we have on file for you.
- If you need to update your mailing address, please contact your employer to administer those changes in their employer portal.
- It's under this option that you can change your password.
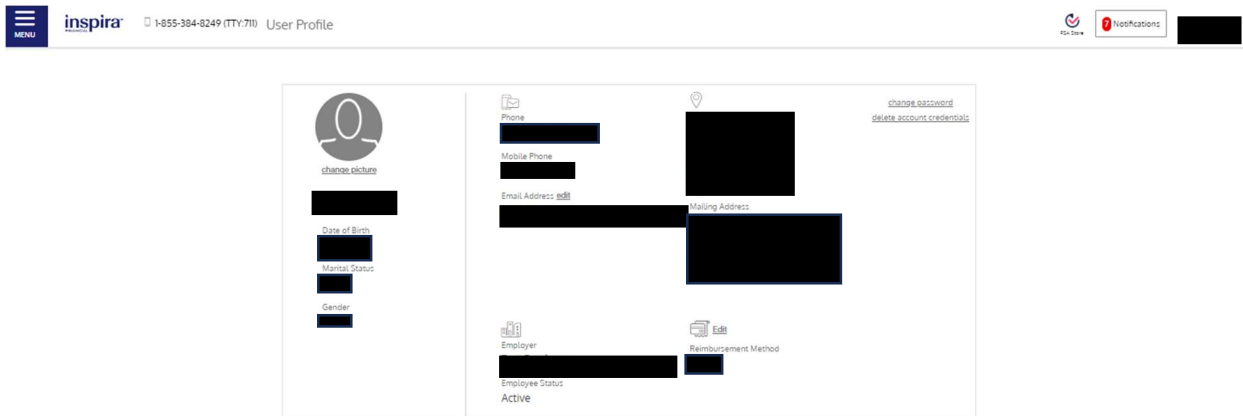
Reimbursement Method

Check | Direct Deposit

X CANCEL   ✓ SAVE

- The information below only applies if your plan offers a Debit Card.
- Using the drop-down arrow next to *Hi, your name* you can also view your debit card information.
- The information you'll find includes the last 4 digits of the card, it's status, and how your name appears on the back of the card.
- Please contact member services at 855-384-8249 if you need to Activate your card or if you need to request a new debit card.

- You may also update your Communication Settings to include a new email address.
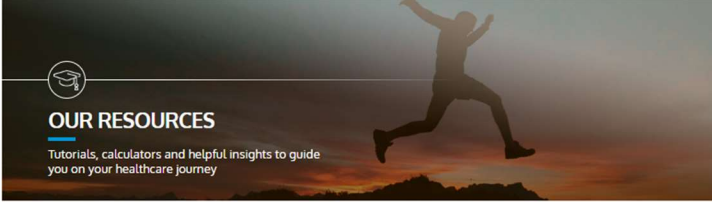

- To view your plan information and the other options available, you'll want to expand the Menu.
- Under the Menu you'll find the headers My Accounts, My Claims, Resources, and Tools & Calculators.
- Many of these options are available to you under your Personal Dashboard that pops up upon log in.
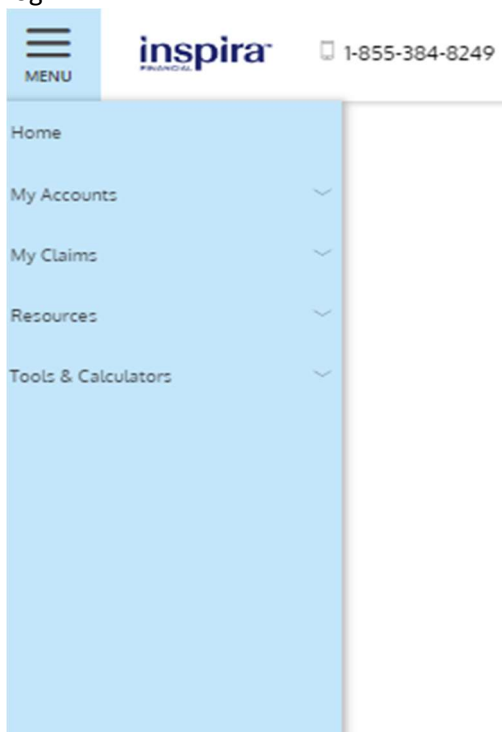
- Click the drop-down arrow to expand each header for additional options available to you that relate to your exact reimbursement plan.
- My Accounts ➡ Accounts Summary
- For HSA Members ONLY:
  - To locate your HSA account number, you'll hover over the 👁.
  - You can administer personal contributions by clicking the Contributions button.
  - You can reimburse yourself for items paid for out of pocket by clicking the HSA Bill Pay button.

- o You will retrieve your Tax Forms, HSA Statements, and view any Beneficiaries you've set up by clicking the appropriate buttons.
- For members with an HRA, FSA, LPFSA, or DCA account your Account Summary will have different options for you to utilize.