First time login to member portal

How do I get started with the member portal?

To log in to the HealthEquity member portal, please follow these steps:

Verify your identity

- 1. Navigate to the member portal at <u>www.MyHealthEquity.com</u>.
- 2. Click 'Create user name and password' located under the message 'Are you a member logging in for the first time?'
- 3. Enter the verification code that appears on the screen.
- 4. Enter your personal information (first name, last name, zip code and birth date) and click 'Next.'
- 5. Enter the last four digits of your social security number and the last four digits of your debit card number.
 - o After entering the card number correctly, you can set up your account.
 - o Otherwise, leave that field blank and click 'Next.'
- 6. Enter a phone number for verification, select 'Text Me' or 'Call Me' and then click 'Next.'
- 7. You will receive a call or text with a temporary password. Enter the password and click 'Next.'
 - After entering the passcode correctly, you can set up your account.
- 8. If you cannot verify your phone number, click 'I don't have a phone.' A popup message will appear stating that additional questions are required. Click 'Answer questions.'
- 9. You will be asked a few questions (usually three or four) on subjects such as:
 - o Vehicle ownership history
 - Education history
 - Job history

After answering these questions, you can set up your account (see below).

Set up your portal account

- 1. Choose a username, password and security question and then click 'Next.'
- 2. Enter your email address and click 'Next.'
- 3. You will receive an email with a unique link. Click the link to activate your account.
- 4. Review the terms and conditions and then accept.

Once these steps are complete, you can log in to the portal with your username and password.