NBS
Web Portal

How Do I Access My Online Account?

Registering for and logging into your account online is easy. Just follow the instructions below.

① Get to the website

▶ Using your Internet browser, navigate to: http://my.nbsbenefits.com

▶ Click "Register" on the home page. (Highlighted in red below.)

② Complete the required fields of the registration form

▶ Username and password

▶ Personal information - name and email address

▶ Employee ID: Please enter your **Social Security Number**

▶ Employer ID OR NBS Benefits Card Number.
— Employer ID is a 9 digit code given to you in your welcome email from NBS, or may be obtained through your employer or by contacting NBS at (855) 399-3035

▶ Accept the Terms of Use

▶ After completing all required fields, click "Register"

Registration

STEP 1 ❯ STEP 2 ❯ STEP 3 ❯ STEP 4

Username * [ ]
ⓘ Username must be between 6 and 12 characters long alphanumeric value

Password * [ ]

Password Strength

ⓘ A valid **password** must contain between 8 and 16 characters.

A password must contain 3 of the following types of characters:
- AN UPPER CASE LETTER
- lower case letter
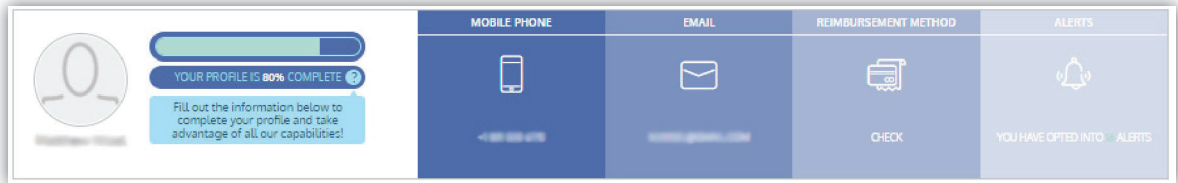- Special Character (%, !, @, etc.)
- A number

A password cannot contain:
- The same character repeating 3 or more times
- The word "password"
- The username
- Spaces

Confirm Password * [ ]

First Name * [ ]

Initial [ ]

Last Name * [ ]

Email * [ ]

Registration ID * [Card Number ▼]
[ ]
ⓘ 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 * [ ]

I accept Terms of Use [ ]

✓ Next   ✕ Cancel

Salt Lake City, UT - Headquarters | Dallas, TX | San Diego, CA | Honolulu, HI
(800) 274-0503 | service@nbsbenefits.com | www.nbsbenefits.com

nbs national benefit services

(3) Set up direct deposit for quick and secure reimbursements.

▶ Select "Reimbursement Method" from the Personal Dashboard and choose "direct deposit."

▶ Enter required fields including account and routing number.

▶ Click the checkbox agreeing for NBS to deposit funds to your account.

▶ Click on "Save."

Making it Easy

NBS
Mobile App

When you're on the go, save time and hassle with the NBS Mobile App.

Submit claims, check your balances, view transactions, and submit documentation using your device's camera.

Easy and secure

- Shares user authentication with the NBS portal. Registered users can download the app and log in immediately to gain access to their benefit accounts, with no need to register their phone or your account.

- No sensitive account information is ever stored on your mobile device and all transmissions use encryption.

Includes virtual assistant 'Emma'

- The first voice-activated intelligent assistant for consumer-driven healthcare.

- Ask Emma questions about your account such as:
  How much is my account balance?
  What is the annual contribution limit?
  Can I change my election amount?

Mobile app features

The NBS mobile app supports a wide variety of features, empowering you to proactively manage your account.

- View account balances

- View claims

- View reimbursement history

- Submit claims

- Submit documentation using your device's camera

- Pay providers

- Setup a variety of SMS alerts

- Edit your personal information

- View contribution details

- View plan information

- View calendar deadlines

- Contact a service representative

- View Benefits Card information

- Eligible Expense Barcode Scanner

Download on the **App Store**

GET IT ON **Google Play**

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