

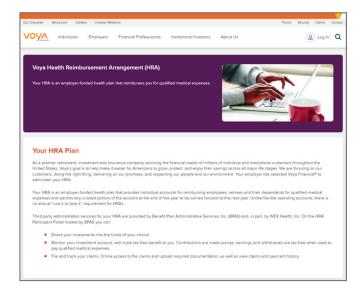
Voya HRA Online Access Guide



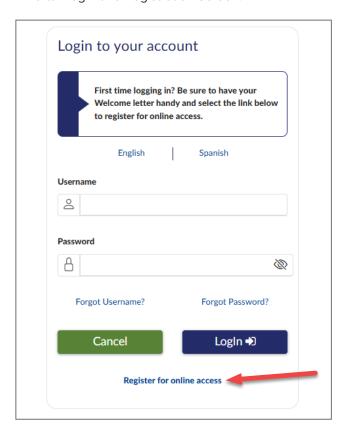


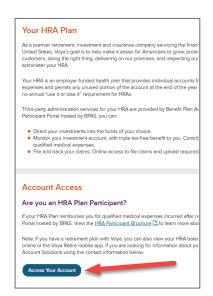
How do I access my account online?

- You will need to first register for the Voya Participant Portal.
- · Go to https://www.voya.com/ws/myHRA and scroll down to the blue "Access Your Account" button and select.



 The first time you do this you need to register for on-line access. You will be brought to the Participant Portal Login and Registration Screen.





 At the bottom of this screen, please see the "Register for online access" blue link and select.

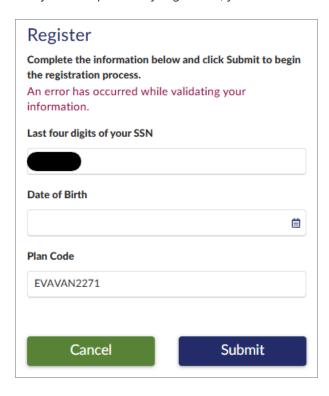
Register for online access

This will direct you to the Registration Page where you
will be prompted to enter the last four digits of your SSN,
Date of Birth and the Plan Code confirmed on the initial
letter you received titled "Important Information About
Your Health Reimbursement Arrangement (HRA) Plan."
 The Plan Code for EVSC is EVAVAN2271.

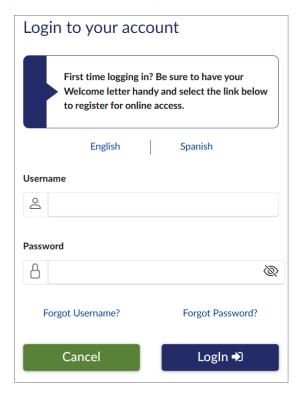


- Once you have entered in this information, the system will prompt you to confirm your email address and phone number.
- You will then create your new username and password for the Voya Participant Portal.
- Reminder each time you log in, you will need to confirm a one-time passcode that is emailed to the email address on file after you enter in your username and password.

If you do attempt to register for the Voya Participant Portal and you have previously registered, you will see this error.



If you see this error message and aren't sure of your username or password, please click on the "Forgot Username?" or "Forgot Password?" blue links to confirm your username or reset your password.



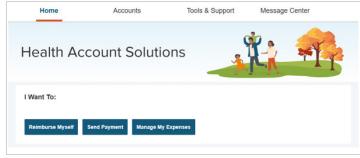
How do I connect to the Voya HRA Claims Portal?

When you are claims eligible, you will see an orange "Voya Claims Portal" button in the **HRA Participant Portal**. Select this button to link directly to your HRA claims account.

Initial Portal Landing Page



The Voya Claims Portal link will bring you to the Health Account Solutions Home Page.



- This is where you can file online claims, view your current HRA claims balance, review claims, check your claims status, request debit cards and set up your direct deposit.
- You do not need to create a separate login for the HRA Claims Portal if you link over from the Participant Portal.

What Steps do I need to take to use the Health Account Mobile App?

• If you would like to use an app instead of linking over from the Participant Portal, you will need to register on the Health Account Solutions Portal Website first.

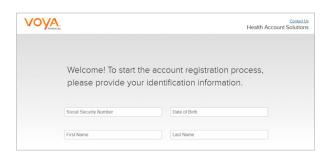
PLEASE NOTE: If you have been recently enrolled under the Voya HRA Claims Portal, you will be able to register 5 business days after your enrollment has been added.

Registration Steps

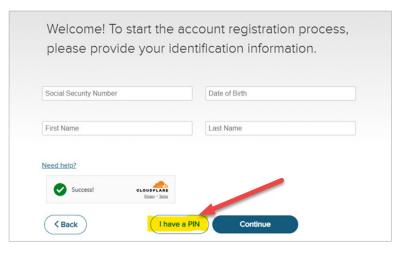
- 1. Visit https://myhealthaccountsolutions.voya.com/.
- 2. Select the "Register Now" button.



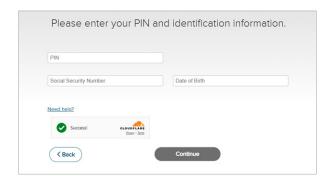
3. You have the option to register using your full SSN, DOB and First/Last Name.



Or you can select the "I have a PIN" button if you received a PIN letter in the mail from Voya.



And enter in your PIN, full SSN and DOB.



- Once you have successfully verified your personal information, you will be prompted to set up a separate username and password (from the Participant Portal).
- When your username and password are set up, you will be able to download the Health Account Mobile App from your respective app store and log in to file claims, review claims, and see your HRA claims balance from your phone.





App Store® is a trademark of Apple Inc. Google Play is a service provided by Google LLC.



Should you have additional questions about your HRA, you can contact Voya Financial Health Account Solutions for account information or claims processing information.

Toll-free: (833) 232-4673 Monday - Friday, 8:00 a.m. - 8:00 p.m. ET

Email: HASinfo@voya.com



You should consider the investment objectives, risks, charges and expenses of the investment options offered through a Health Reimbursement Arrangement carefully before investing. The information booklets/fund fact sheets/fund prospectuses containing this and other information can be obtained when you access your account on the Voya HRA Participant Portal. Please read the information carefully before investing.

Investment options available through a Health Reimbursement Arrangement are long-term investment vehicles, which allow you to allocate contributions among investment options that have the potential to grow on a tax-free basis. Account values fluctuate with market conditions; when withdrawn the principal may be worth more or less than its original amount invested.

A Health Reimbursement Arrangement is not an insurance policy. It is a tax-advantaged, employer-sponsored, self-insured employee health benefit subject to IRS Code Section 105. This is not intended to be legal or tax advice and you should consult with your own legal/tax advisor regarding your individual situation.

Not FDIC/NCUA/NCUSIF Insured | Not a Deposit of a Bank/Credit Union | May Lose Value | Not Bank/Credit Union Guaranteed | Not Insured by Any Federal Government Agency

The Health Reimbursement Arrangement is offered through Voya Retirement Insurance and Annuity Company (VRIAC), Windsor, CT. Third party administration services are provided by Benefit Plan Administrative Services, Inc. (BPAS) and, in part, by WEX Health, Inc. Voya Institutional Trust Company holds the Health Reimbursement Arrangement's assets in a trust or custodial capacity and has engaged Hand Benefit & Trust Company, an affiliate of BPAS, to perform servicing functions on its behalf. If offered, the Voya Fixed Account is available through a funding agreement issued by VRIAC. The Voya Fixed Account is an obligation of VRIAC's general account which supports all of the company's insurance and annuity commitments. The interest rate guarantees under the contract are subject to VRIAC's claims-paying ability.

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