



THEIR ACCOUNTS WHEREVER THEY ARE

Clarity makes it simple for your employees to manage their accounts with our easy-to-use online portal and mobile app. In their portal, employees can view their balance and transaction history, submit a claim, and see important messages. Benefits are confusing enough; your employees need technology that makes managing their benefits simple

# **CLARITY ONLINE PORTAL**

### FOR EMPLOYEES TO REGISTER ON THE **CLARITY PORTAL:**

- 1. Go to claritybenefitsolutions com
- 2. Select "Login" in the top right corner of the homepage
- 3. Choose "Clarity Employee Benefits articipant Login" from the drop-down menu and click "Register"
- 4. Follow the prompts to create a unique user ID
  - a. Employee ID: The unique number assigned by the employer (if they don't have one, they can use their Social Security Number)
  - b. Registration ID: The 16-digit number on their Clarity
- 5. Once an employee is registered, they can log in at any time to view and manage their account

#### NOW THAT YOU ARE LOGGED INTO THE PORTAL

### The following actions can be accessed from our Quick Links menu:

- Reset your password
- Check your account balance
- Sign up for text alerts
- Check your deposit status
- File a claim
- Check your claim status
- Review your recent transactions
- · Review denied transactions
- Check your payment status
- Report your card lost or stolen



# **CLARITY MOBILE APP**

The Clarity mobile app is available for Android and iOS devices. Employees can simply search for Clarity Benefits in the app store, download, and follow the steps below.

#### FOR EMPLOYEES TO REGISTER:

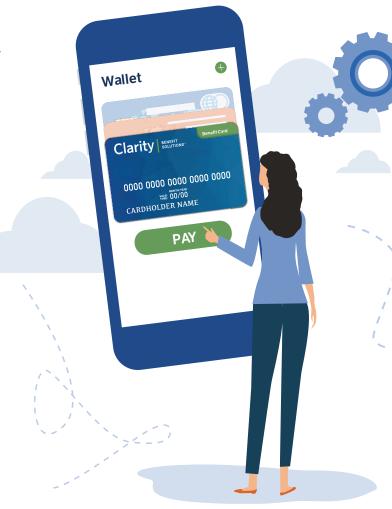
- 1. Launch the Clarity app and click Register
- 2. Follow the prompts to create a unique user ID
  - a. Employee ID: The unique number assigned by their employer (if they don't have one, they can use their Social Security number)
  - b. Registration ID: The 16-digit number on their Clarity Benefit ard
- 3. Use the mobile app to check their balance, submit a claim, or set up text alerts

# FOR EMPLOYEES TO SUBMIT A CLAIM FROM THEIR SMARTPHONE:

- 1. Sign In with their username and password
- 2. Select Add an Expense
- 3. Provide their claims information
- 4. Upload documentation (employees can take a picture with their smartphone and upload)

# FOR EMPLOYEES TO CHECK THEIR BALANCE FROM THEIR SMARTPHONE:

- 1. Text "BAL" to 97487
- 2. Opt-out at any time by texting "STOP" to 97487





Web: Visit claritybenefitsolutions com

Mobile: Search for Clarity Benefits in the app s ore and download

Phone: Give us a call at 888-423-6359

#### A SIMPLY SMARTER APPROACH TO EMPLOYEE BENEFITS

Today, the benefits landscape is more confusing than ever, but it's also never been so essential. At Clarity, we believe life is a journey; one that should be lived well. So, we'll stop at nothing to bring clarity, and ensure your employees are ready for life. With state-of-the-art technology and world-class customer service, we'll handle the day-to-day so you can focus on what matters: building your business.





