R1 Benefits Today- Registering for Online Access to Your Account

Before You Start

Please make sure that you have the following:

- Your Employee ID Number
- Your Employer ID Number (REG####)
- An updated internet browser that is not Safari

If you are unsure of either number, please contact your Human Resources department.

Participant Portal Web Address

The Web site address to access the participant portal is <u>https://www.mywealthcareonline.com/r1benefitstoday</u>. Once you have accessed this web site, be sure to bookmark it on your computer for easy access in the future.

Mywealthcareonline.com Portal Registration

| reg | 0 | | Register Login |
|---|-------------------|---|--|
| Home My Accounts | Enrollment | | Search |
| Navigation | 0 | Welcome to Region 1 Benefits Today | |
| Contact Us About Us | | Through this site, you can manage your benefit accounts all in one place, v communication history and take advantage of other services. Before you ca create a username and password. | |
| Login Usemame: | ۵ | | |
| Continue | | Register Log in | Contact Us |
| Password is entered on | The second second | If you have not registered for the site If you have registered and yo (created a username and password), to access your account, plea please do so now. clicking the button above. | ou would like Have a question, then feel free to contact |
| Forgot your Username New User? Please click create a username and | k here to | | |
| Contact Info | 0 | | |

To begin, click "Register". You will be asked to create a User Name and Password.

Your User Name must be at least six (6) alphanumeric characters.

Your **Password** must be at least eight (8) characters, including at least three (3) of the following:

- Upper Case Letter
- Lower case Letter
- Special Character (!, @, #, etc.)
- Number

Complete the remaining fields, check the "Accept Terms of Use" box, and click "Register."

Secure Authentication Setup

To begin, click "Begin Set Up Now."

Select four (4) security questions and enter their respective answers in the answer fields. Make sure that they are answers that you will remember in the future.

Click "Continue Set Up."

Confirm that your email address is correct, and click on "Continue Setup."

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Take a moment to confirm that the questions and answers that you entered are correct.

If they aren't, select "Change information" to edit.

If they are, write your questions and answers down, or print the screen for your records.

Click "Submit Setup Information."

Authentication and Set up Complete

You may now sign in, or proceed to your account.

If you have any further questions, please contact our Flexible Benefit Department at (800) 450-2990 or support@r1benefitstoday.org.

