## **Guide to Ordering Debit Cards**



If your plan offers the debit card as a reimbursement option, you can order debit cards via your online account for yourself, spouse and any dependent added to your plan that is over 18.

Step I: To access your online account, go to <u>www.DiscoveryBenefits.com</u>, click the "Login" button and select HSA, FSA, HRA & Commuter Login.

**Step 2:** Select Banking/Cards under the Accounts tab. You will have the option to order a new/replacement card by clicking on Report Lost/Stolen or Order Replacement under "Debit Cards."

Home	Accounts	Videos & Forms	Message Center	
Banking / Cards				
Bank Accounts	Add Bank Account	Debit Cards		

The debit card(s) will arrive to your designated shipping address within 10-14 business days of placing the request. **Note:** You can set up a PIN for your debit card by calling I-866-898-9795.

If you'd like to order a debit card in your spouse's name or dependent's name who is not listed on the account, you will need to follow the below instructions. Step I: Select Profile Summary under the Accounts tab. Then, select Add Dependent.

Home	Accounts	Videos & Forms	Message Center			
Profile / Profile Summary						
Profile	Update Profile	Dependents	Add Dependent			

Step 2: A "Dependent Information" box will appear. Enter the dependent information in the fields and click "Submit."

Step 3: Next, select Banking/Cards under the Accounts tab. Below "Debit Cards," you will now have the option to select "Issue Card" next to your dependent's name.

Step 4: After selecting "Issue Card," a dialog box will appear asking you to verify the address. Verify and click "Submit."

**Step 5**: You will receive a confirmation once the card is ordered.

