

# How to Set Up Your Coverage Account on HighmarkBCBS.com

Coverage information and many other resources regarding Guidestone medical coverage are available on the Highmark website. Other resources are available on the Guidestone website. See this Solomon page for details on using that website: [MyGuideStone](#).

Which website should I use?

HighmarkBCBS.com	My.GuideStone.org
Claim details	1095-B Tax Documents
Deductible information	Detailed Plan Documents
Set up and monitor your HSA	
Find a provider	
Access discounts and cost-savings benefits	

Set up your Highmark account:

1

Follow this link for the registration page: [HighmarkBCBS.com](#)

2

Enter the required information so that Highmark can locate your account.

- If you have not received your ID card yet, you can use your Social Security number.

REGISTER

1 Member ID

CREATE YOUR ONLINE ACCOUNT

Enter your information exactly as it appears on your member ID card.

Member ID/SSN

First name

Last name

Date of birth

HIGHMARK.

Blue Cross Blue Shield

BCBS

PPOBlue

MEMBER IDENTIFICATION

JANE DOE

XYX111000022220

Group02292200

BCBS Plan365/365

PolicyHMARK001

Robin610014

Vision-Fashion Advantage Gold

Wait, I don't have my ID card!

If you're the main policyholder, you can use your SSN to register. If your insurance is through another family member, you'll need their SSN to register.

CANCEL

NEXT

Answer the following questions to verify your identity.

3



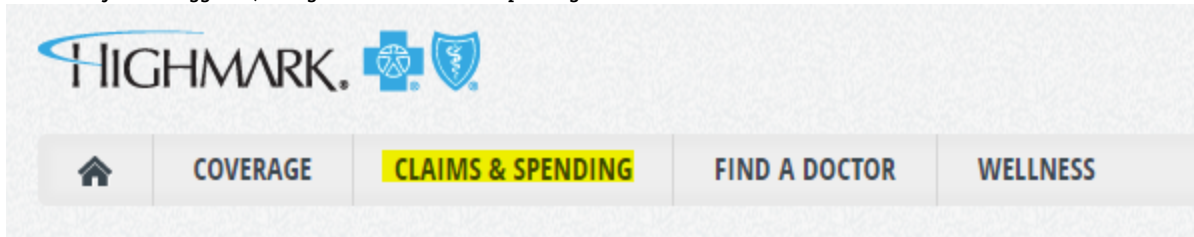
If the address on your driver's license **does not** match what is registered with Guidestone, you will not pass the security check.  
If this occurs, you will receive an e-mail and a letter in the mail with instructions you must follow to open your account in order to receive HSA contributions and use your debit card.

4

Set up your log-in information in order to access your account in the future.

5

Make sure you are logged in, then go to the "Claims and Spending" tab




You may see a page that says, "**Check Back Later To View Your HSA.**"

If you see this, then you'll want to check back in a few days-- usually by the end of the week. Then you will see the Access Spending Account button needed for step 6.

6

Select Access Spending Account ( this will open a new window )

Access your current plan year to pay claims, submit reimbursements and more.

**ACCESS SPENDING ACCOUNT** 




If you don't see the "Access Spending Account" button, then you may need to reload the page at another date.


7

Look on the left side to see "Your Account."

If your account requires additional steps to open, then look for Alerts, and submit additional documentation as needed.

If you have no additional alerts, then the account is ready to receive funds.

Personal Dashboard

Alerts 

My Accounts

Plan years to show: ☐ Previous ☒ Current ☐ Future

Health Savings Account

\$0.00

Available \$0.00 Investment \$0.00

Go Green! Opt in for electronic delivery and avoid additional fees for paper statements. HSA statements will be available quarterly.

[Tax Forms](#) [Statements](#)

Complete your HSA application - submit the requested documentation now. [Submit Documentation](#)

My Alerts

Right now you're only receiving email alerts. Click below to maximize the value of your account. Link your mobile phone and get real-time balance updates!

[Sign Up](#)

Oct 6, 2020 10:15 am

CIPLetterAlert

Important Request - Additional Information Needed to Open your HSA

See All

My Recent Transactions

See All

Direct Deposit Options

Add your bank account for direct deposit reimbursement [ADD](#)

Download our free Highmark Blue Shield Spending mobile app for on-the-go account access from your smart phone or tablet.

To register you'll need:

Employee ID: This ID is located on the front of your Member ID card or under Member information on your member website. Enter only the number portion of your member ID (12 digits), and then add a zero "0" to the end. Your Employee ID for mobile app registration will be 13 total digits.

Registration ID: Enter your Employer ID or your debit card number linked to this account. If you don't know your Employer ID you can find it on the welcome communication you received or by calling the number on the back of your Member ID card.

8

Screenshot this entire screen with no alerts and send it to [benefits@reliant.org](mailto:benefits@reliant.org), so we know the account is active and ready to receive funds.

Unable to render {include}

The included page could not be found.