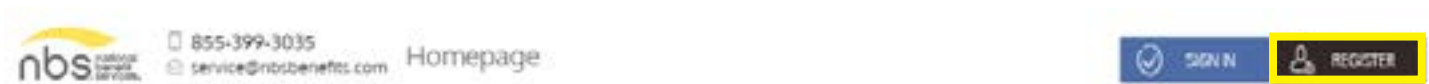# NBS
Web Portal
State of Hawaii
Employer ID NBS743137

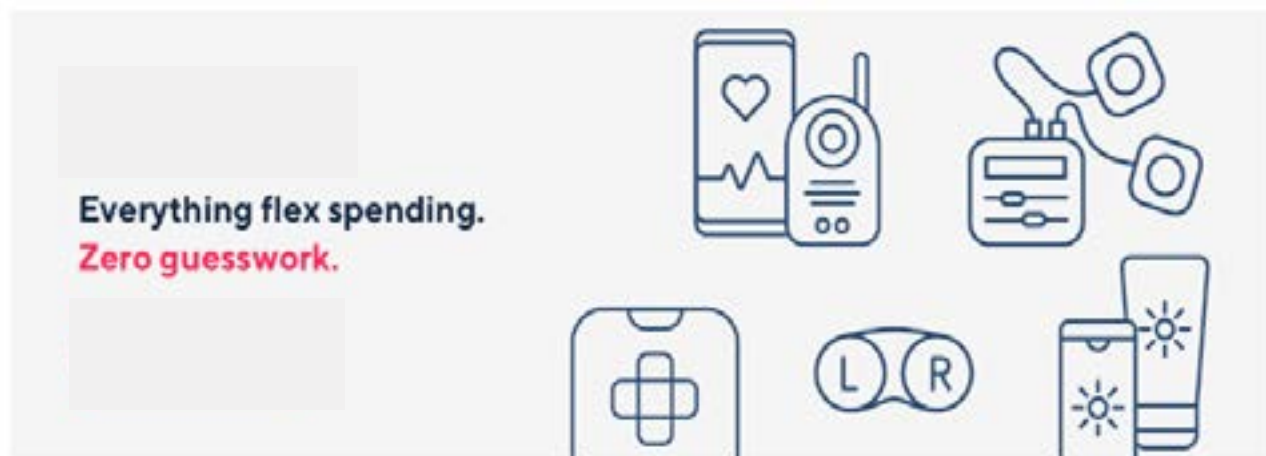## How Do I Access My Online Account?

Registering for and logging into your account online is easy. Just follow the instructions below.

1 Go to the website

▶ Using your Internet browser, navigate to: http://mynbsbenefits.com

▶ Click "Register" on the home page on upper right side of homepage.

nbs national benefit services
☐ 855-399-3035
☐ service@nbsbenefits.com
Homepage

SIGN IN   REGISTER

If you have an existing username and password, click "Sign In" - there is no need to register again.
If you have never registered, click "Register."

Everything flex spending.
Zero guesswork.

nbs national benefit services

② Complete the required fields of the registration form

▶ Enter first name, last name, and zip code.

▶ If you have not received a debit card, you do not need to check the box. If you have received a debit card, check the box, and enter your NBS Smart Card number in the box.
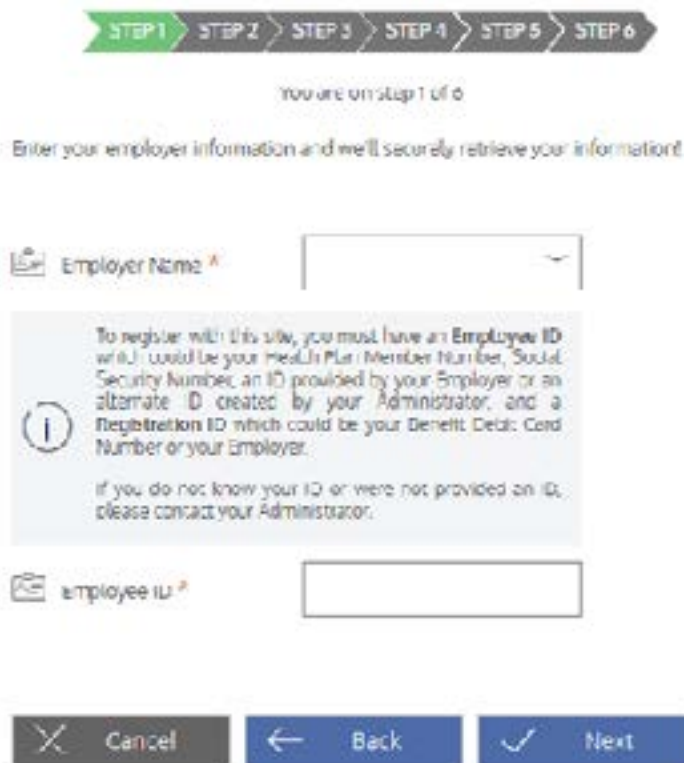
You are on step 1 of 6

Let's get you registered - please provide the information below.

First Name *

Last Name *

Zip Code *

Check this box if you received a debit card for your benefit account.

✕ Cancel   ✓ Next

STEP 1 ⟩ STEP 2 ⟩ STEP 3 ⟩ STEP 4 ⟩ STEP 5 ⟩ STEP 6

You are on step 1 of 6

Enter your employer information and we'll securely retrieve your information!

Employer Name *

ⓘ To register with this site, you must have an Employee ID which could be your Health Plan Member Number, Social Security Number, an ID provided by your Employer or an alternate ID created by your Administrator, and a Registration ID which could be your Benefit Debit Card Number or your Employer.

If you do not know your ID or were not provided an ID, please contact your Administrator.

Employee ID *

✕ Cancel   ← Back   ✓ Next

Employer Name: State of Hawaii

▶ Start entering your employer name and then select the correct employer from the drop-down menu. Then enter your social security number for employee ID.

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(3) Verification code

▶ Select your verification method.

Send code to email t*****ail@nbsbenefits.com

Send code via text ***-***-1111

| ✓ E-Mail |
| ✓ Text |

▶ Enter the verification code you received by either email or text.

..3825

Enter the verification code that you received via **SMS** below:

876058

Resend verification code

(4) Create a user name and password

▶ Create a user name and password with requirements.

STEP 1 > STEP 2 > STEP 3 > STEP 4 > STEP 5 > STEP 6

You are on step 3 of 6

Create a user name, email and password for your account.

⬭ User Name *

✉ Email *

🔒 Password * ❓

Password Strength

🔒 Confirm Password *

Password validation

A valid password must contain between 8 and 16 characters.

A password must contain 3 of the following types of characters:

- AN UPPER CASE LETTER
- lower case letter
- Special Character (%, !, @, etc.)
- A number

A password cannot contain:

- The same character repeating 3 or more times
- The word "password"
- The username
- Spaces

| ✕ Cancel | ← Back | ✓ Next |

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