



MyHSA Quick Start Guide

For information on your account you have several choices:

E-Mail: CustomerService@Benefitmenu.com

Voice: (800) 57-MyHSA (800) 576-9472

MyHSA online account access allows you to:

- Check your account balances
- View transaction history
- Change investment elections for future contributions
- Enter your account beneficiaries
- Download forms

Accessing MyHSA

Login to your account by visiting www.myhsa.com

1. Click Account Login.
2. If you have previously logged into the Go-Retire website for your retirement plan account, use the same credentials to access MyHSA. You will then be asked to create a new password to access all of your Go-Retire accounts.
3. If it's your first time logging in, your Username is defaulted to your social security number and your password will be your date of birth in MMDDYYYY format.
4. You will then be prompted to create a new username and password. Passwords must contain between 8 and 20 characters, one number, one upper and one lower case letter, one special character and no spaces.
5. Choose and answer three security questions from the preselected lists.
6. Review or enter your current home address. If any changes are required to the information displayed you can make those changes here.

7. Enter your contact information. E-mail address is a required field.
8. Review and confirm the information you entered in the previous steps. Click Submit if everything is accurate.
9. This next step allows you to add additional levels of security to your online account by enabling Two Factor Authentication. You can choose the method of authentication (none, Google Authenticate, Text Message, E-mail) and the timing of authentication (all logins or only logins from a new device).
10. If you have enabled Two Factor Authentication a passcode will be sent to you. Enter the code you receive and click Submit.

Prefer a mobile app? We've got you covered. Download the GoRetire mobile app for iOS or Android to access MyHSA on the go.



If you have any questions about any of these steps please call our help desk at (800) 576-9472. For your convenience you have access to us via fax, email, and or call center during normal business hours Monday through Friday (7:30 AM CST to 5:00 PM CST), excluding company holidays.