



Manage your spending account online

You're in control of your spending account dollars. Take advantage of online tools to keep track of your spending and manage your account.

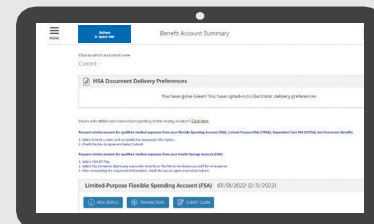
Start at [anthem.com](https://www.anthem.com) or in the [Sydney app](#)

On your desktop

Go to [anthem.com](https://www.anthem.com) to register. Under the *My Plan* tab, choose **Spending Accounts** to view your balance(s). Then, select **Manage My Account** to go to your benefit account summary.

On your smartphone

Go to the **Sydney** mobile app to register. Under the *More* tab, choose **Spending Accounts** to view your balance(s). Then, select **Manage My Account**.



Benefit Account Summary

This page gives you a summary of your spending account, including your current balance(s). You will also see recent alerts and transactions, with dates and status information.

At the top left of the page is a menu icon that allows access to *My Accounts*, *Claims*, *Resources*, and *How It All Works*. Each has a drop-down menu of tasks.



My Accounts

Benefit Account Summary is where you can:

- Check your benefit account summary.
- Review or make contributions.
- Review your recent transactions.
- Pay your doctor, hospital, or other health care provider (if applicable).
- Reimburse yourself for a payment you made (if applicable).

Direct deposit

Setting up direct deposit for reimbursement ensures you receive your funds fast.

Desktop

1. Log in at **anthem.com**.
2. Under the *My Plan* tab, choose **Spending Accounts** and then **Manage My Account**.
3. Under *Claims*, choose **Reimbursement Preference**.
4. Select **Direct Deposit** and complete the requested information.
5. Check the box to agree and select **Save**.

Mobile

1. Log in to the Sydney app.
2. Select the *More* tab. Then, select **Spending Accounts**.
3. Select your plan, then choose **Manage My Account**.
4. Under the menu, select **My**, then choose **User Profile**. Then, select **Reimbursement Method** and choose **Direct Deposit**.

Order a debit card for your dependent

You can request an additional debit card online so your dependent can access your spending account dollars or funds.

Desktop

1. Log in at **anthem.com**.
2. Under the *My Plan* tab, choose **Spending Accounts** and then **Manage My Account**.
3. In the upper right corner, choose your name, select **Profile**, and then select the orange **Add Family Member**.

Mobile

1. Log in to the Sydney app.
2. Under the *More* tab, choose **Spending Accounts**.
3. Select your plan, then choose **Manage My Account**.
4. In the upper left corner, choose **My** from the menu, then select **User Profile** and **Add Family Member**.

Once the dependent has been added, you will receive an additional debit card in the mail within 7 to 10 business days.

Request reimbursement for qualified medical expenses.

SpendingAccounts

Desktop

1. Log in at **anthem.com**.
2. Under the *My Plan* tab, choose **Spending Accounts** and then **Manage My Account**.
3. Then, select **My Accounts** from the menu and then choose **Benefit Account Summary**.
4. Select **Submit a claim** and complete the requested information.
5. Check the box to agree and select **Submit**.

Mobile

1. Log in to the Sydney app.
2. Go to the *More* tab, then select **Spending Accounts**.
3. Select your plan, then select **Manage My Account**.
4. Go to the menu, then select **Submit a claim** and complete the requested information.
5. Check the box to agree and select **Submit**.

Check all your claims activity, including the status.

Desktop

1. Log in at **anthem.com**.
2. Under the *My Plan* tab, choose **Spending Accounts** and then **Manage My Account**.
3. From the menu, select **Claims**, then select **Claim Activity**.
4. Your claims details will be listed here, including the amount, date of service, and status of each claim.
5. Select a claim to see more details, such as the provider or tracking number. Choose Add Receipt if it's needed for a claim.

Mobile

1. Log in to the Sydney app.
2. Select the *More* tab. Then, go to **Spending Accounts** and select your plan.
3. Select **Manage My Account**. Then, go to *Menu*, select **Claims**, then select **Claims Activity**.

Resources

Choose this section to:

- Read important announcements about your spending account.
- Review a list of qualified medical expenses
- Download or view important forms, such as:
 - Claims
 - Account maintenance
 - Disclosures
 - IRS resources

How it works

Go online to learn more about how your spending account works. You can find tips, watch a video, use a calculator to help you understand your account, and find additional details, such as:

- Who contributes to the account and how much.
- How to use the account.
- How you benefit from the account.
- What expenses your funds can pay for.



Quick links on your account dashboard

Desktop

At the top right of your dashboard, select **your name** to connect to helpful information.

Mobile

In the Sydney app, select *More* in the bottom right corner. Go to **Spending Accounts**. Select your plan, then select **Manage My Account**. Go to the menu, then choose *Notifications* to connect to helpful information.

You can use this information to:

- Report if your debit card is lost or stolen and you need a new one.
- Review your recent alerts about your account.
- Read your messages, most of which ask you to take action.
- Let us know how you would like us to communicate with you.



We are here to help make managing your healthcare expenses easier

If you have questions, send us an email through the Message Center at [anthem.com](https://www.anthem.com) or call us at the Member Services number on your ID card.



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