

## **HRA Account Set-Up**

**Category : Benefits**

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Go to: [myspendingaccount.shps.com](http://myspendingaccount.shps.com)

Click on "mySHPS Participant" at the top of the page.

Enter your last name.

Enter your participant id or your social security number.

Enter your password which is your birthdate (mm/dd/yyyy) if you have not set a password.

Click "Go" to access your account.

There it will explain how to access the reimbursement account dollars.