Medcom
BENEFIT SOLUTIONS

WealthCare Portal

Employee Registration Guide

Getting Started
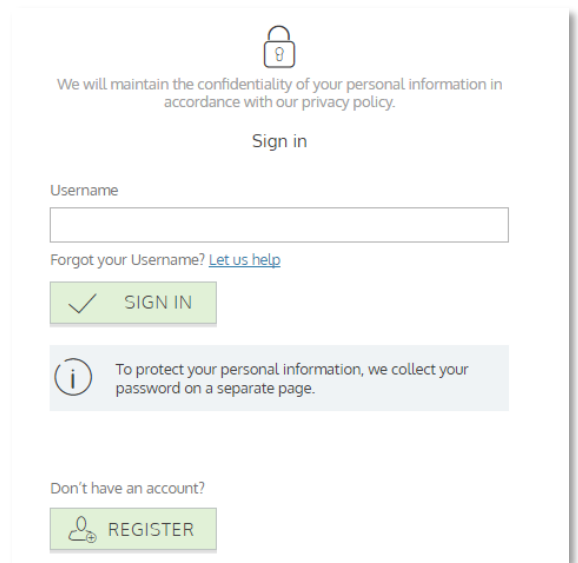
The WealthCare Portal can be accessed by navigating to the following URL: https://medcom.wealthcareportal.com
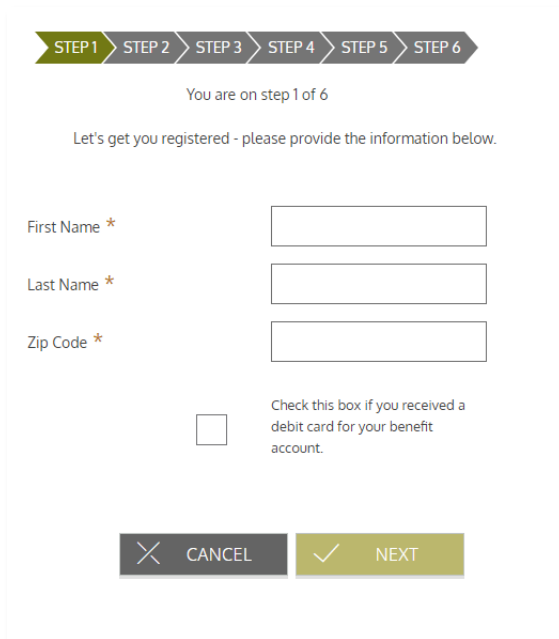
▷ Registration

Step 1: Click the register button in the upper right corner of the home screen.

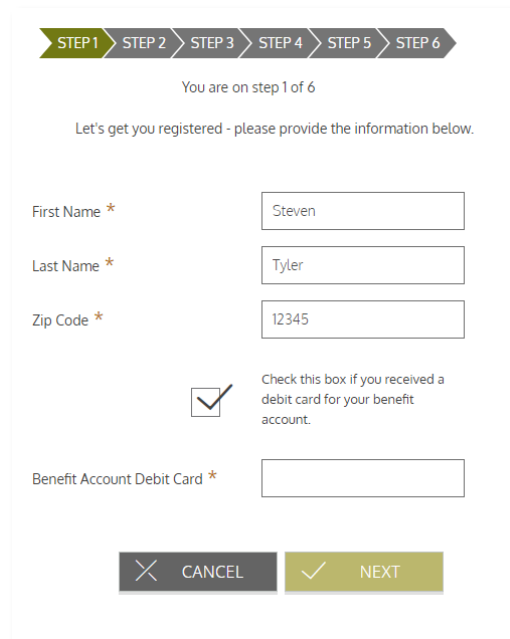**Step 2:** After clicking the *Register* button, enter the information requested (as shown below).

Check the box if you have already received a benefit debit card. If your plan does not offer a card or your card has not arrived yet, do not check the box and click *Next*.

We will maintain the confidentiality of your personal information in accordance with our privacy policy.

Sign in

Username

Forgot your Username? Let us help

✓ SIGN IN

ⓘ To protect your personal information, we collect your password on a separate page.

Don't have an account?

👤 REGISTER

STEP 1 ➤ STEP 2 ➤ STEP 3 ➤ STEP 4 ➤ STEP 5 ➤ STEP 6

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

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

First Name *   Steven

Last Name *   Tyler

Zip Code *   12345

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

Benefit Account Debit Card *

✕ CANCEL   ✓ NEXT

Note: The following screens will take you through the registration process when a card number is not entered.

Step 3: Select how you would like to verify your account (via text or email).

For security purposes, you must have either an email address or SMS-enabled phone number on file to receive a code to register your account. If you do not have an email or SMS-enabled phone number, you must contact Medcom Customer Service at (800) 523-7542, option 1.

Contact Us:
(800) 523-7542, option 1
MedcomReceipts@medcombenefits.com
www.medcombenefits.com
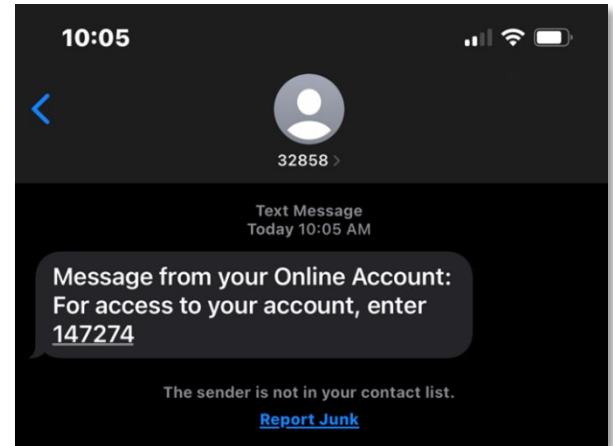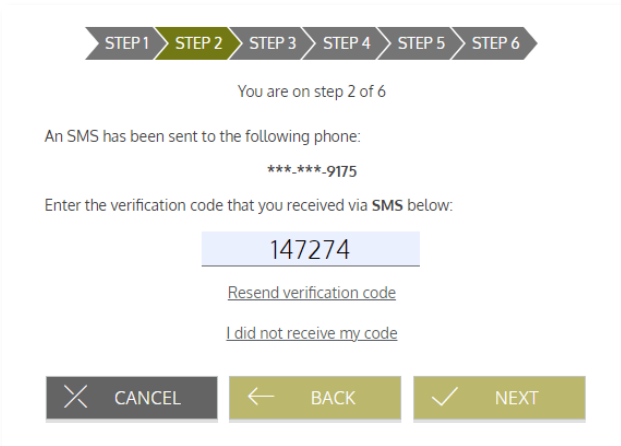
Step 4: Enter the code you received, then click *Next*.

Step 5: Create a username, email, and password for your account. Click *Next*.

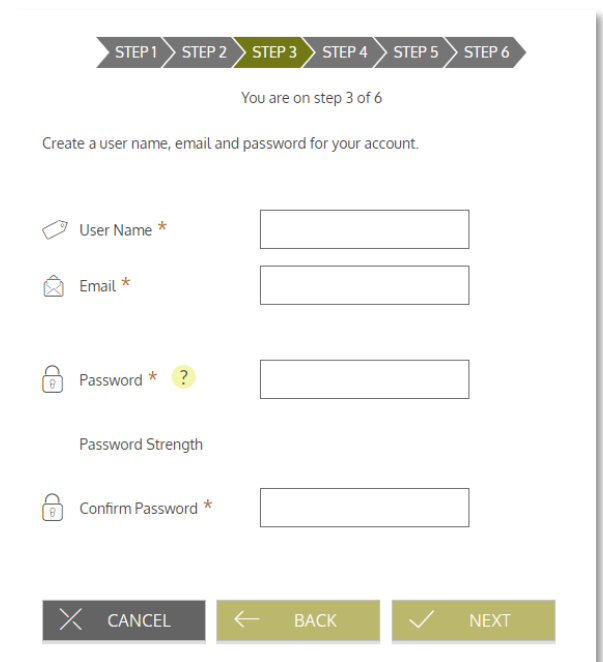Note: Passwords must meet the following criteria:

- Must be between 8 and 16 characters.
- Must contain 3 of the following types of characters:
- Upper case letter
- Lower case letter
- Special character (%, !, @, etc.)
- A number

A password may NOT contain:

- The same character repeating 3 or more times.
- The word "password"
- The username
- Spaces
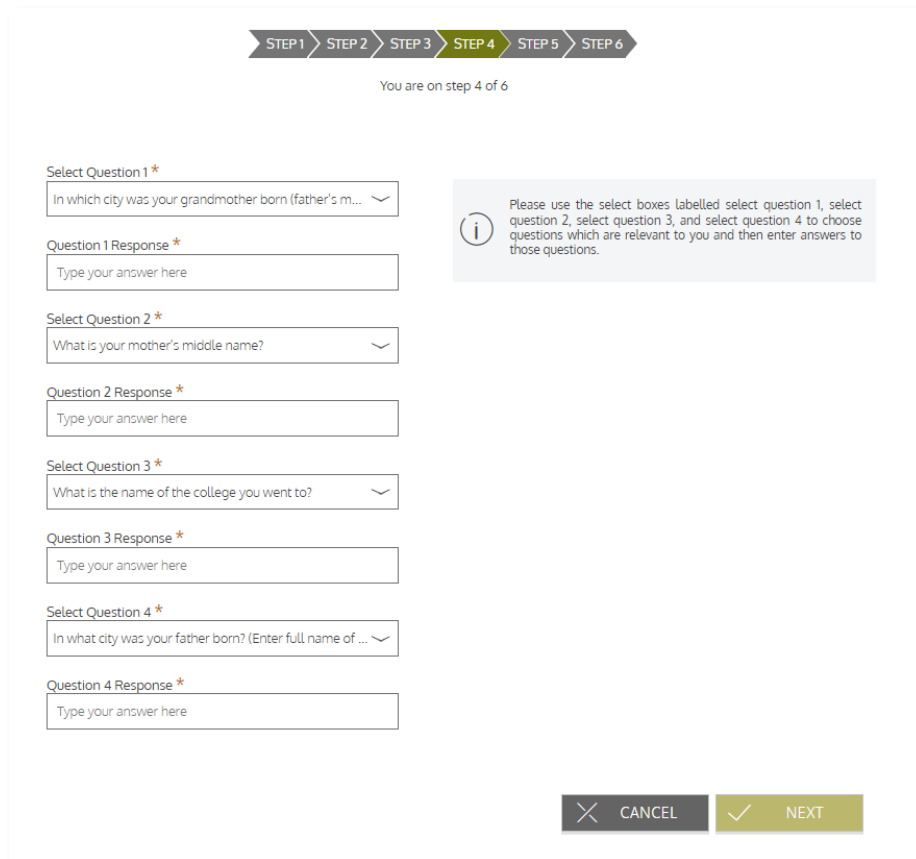
Contact Us:
(800) 523-7542, option 1
MedcomReceipts@medcombenefits.com
www.medcombenefits.com
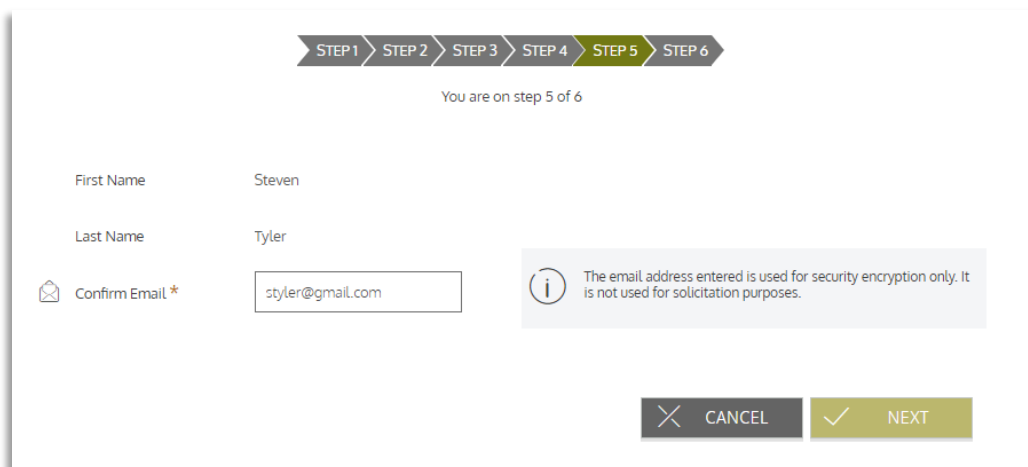
Step 6: Select security questions.

You must select four security questions and provide your secret answers. These questions are asked at random while attempting to log in to the WealthCare Portal. The questions help provide an additional layer of security and help ensure that only you can access your account.

Once complete, click *Next*.

STEP 1 › STEP 2 › STEP 3 › STEP 4 › STEP 5 › STEP 6

You are on step 4 of 6

Select Question 1 *

In which city was your grandmother born (father's m...

Question 1 Response *

Type your answer here

Select Question 2 *

What is your mother's middle name?

Question 2 Response *

Type your answer here

Select Question 3 *

What is the name of the college you went to?

Question 3 Response *

Type your answer here

Select Question 4 *

In what city was your father born? (Enter full name of ...

Question 4 Response *

Type your answer here

Please use the select boxes labelled select question 1, select question 2, select question 3, and select question 4 to choose questions which are relevant to you and then enter answers to those questions.

CANCEL   NEXT
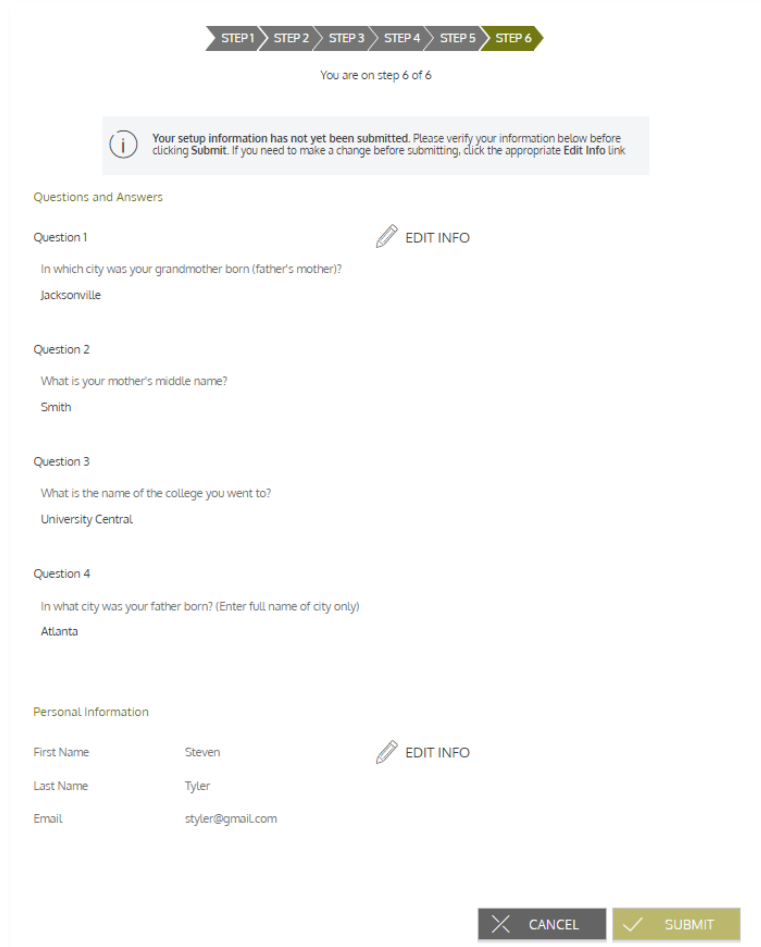
Step 7: On the next page, you're prompted to verify your email address. Once complete, click *Next*.

STEP 1 › STEP 2 › STEP 3 › STEP 4 › STEP 5 › STEP 6

You are on step 5 of 6

First Name   Steven

Last Name   Tyler

Confirm Email *   styler@gmail.com

The email address entered is used for security encryption only. It is not used for solicitation purposes.

CANCEL   NEXT

Step 8: Submit setup information.

On the next page, you're asked to verify all the information you've entered. After you've reviewed and confirmed the accuracy of the information, please click *Submit*.

A confirmation page displays, showing that the registration process is now complete.

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www.medcombenefits.com