

Employees who participate in the flexible spending account through Helpside can access their account online through National Benefits Services (NBS).

Go to: [participant.nbsbenefits.com](https://participant.nbsbenefits.com) Click on **Register** in the upper right corner of the screen.



*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."*

**Now Eligible!**  
Over-the-Counter Meds

Shop FSA Store

FSA store

Illustration of various medications including pills and bottles.

Fill out the form to set up your account. For **Employee ID**, enter your social security number with no dashes. For **Registration ID** enter **NBS230618**.

STEP 1 STEP 2 STEP 3 STEP 4

You are on step 1 of 4



Username *	<input type="text"/>	<p>Username must be between 6 and 12 characters long alphanumeric value</p>
Password *	<input type="password"/>	<p>A valid password must contain between 8 and 16 characters. A password must contain 3 of the following types of characters:</p> <ul style="list-style-type: none"><li>• AN UPPER CASE LETTER</li><li>• lower case letter</li><li>• Special Character (% , ! , @ , # , etc.)</li><li>• A number</li></ul>
Password Strength		<p>A password cannot contain:</p> <ul style="list-style-type: none"><li>• The same character repeating 3 or more times</li><li>• The word "password"</li><li>• The username</li><li>• Spaces</li></ul>
Confirm Password *	<input type="password"/>	
First Name *	<input type="text"/>	
Initial	<input type="text"/>	
Last Name *	<input type="text"/>	
Email *	<input type="text"/>	
Registration ID *	Card Number	<p>To register with this site, you must have an <b>Employee ID</b> 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 <b>Registration ID</b> which could be your Benefit Debit Card Number or your Employer.</p>
Employee ID *	<input type="text"/>	<p>If you do not know your ID or were not provided an ID, please contact your Administrator.</p>

Once logged in, you will be able to submit flexible spending claims, see your claims status and review account balance.