



Step by Step: Register for the Member Website

1

- Go to **HealthAdvocate.com/members**
- Type the name of your organization and select it from the drop-down box
- Click Continue

2

- Click Register Now

3

- Enter your personal information
- Then click Save and Continue

4

- Create a unique username and password
- Provide an active email address
- Select security questions
- Then click Save and Continue

5

- Read Privacy Statement and Terms and Conditions
- Place a check mark in the box indicating the terms have been accepted
- Click Register

6

- You will receive a message, congratulating you and advising you to sign in by clicking on Continue
- Verify your account through your email before logging in for the first time

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Having trouble accessing the website—we can help.



855.424.6400

Email: answers@HealthAdvocate.com
Web: HealthAdvocate.com/members

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