



# FILING CLAIMS

## EMPLOYEE HANDOUT

### FILE CLAIMS QUICKLY



EASILY VIEW OR FILE A CLAIM  
THROUGH THE BENEFITS MOBILE  
APP OR YOUR ONLINE ACCOUNT



GET A CLAIM PROCESSED  
IN TWO BUSINESS DAYS

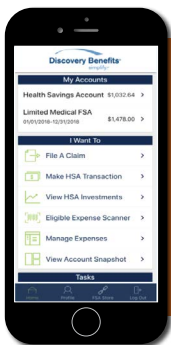
When you pay for eligible expenses out of pocket, filing a claim lets you receive reimbursement and take advantage of your pre-tax benefits. With Discovery Benefits, the claim filing process is quick and simple. The Benefits Mobile App by Discovery Benefits and your online account let you file a claim with just a few taps or clicks.

**Note:** You don't need to file a claim for purchases made with your Discovery Benefits debit card. However, you may still need to submit documentation via our mobile app or online account on those claims.

#### THE EASIEST WAYS TO FILE CLAIMS

##### Benefits Mobile App

You can file claims and submit documentation in seconds using the Benefits Mobile App. Our app is the quickest and easiest method for filing claims and submitting documentation. Just use your phone's camera to take a picture of documentation and upload it on the spot.



DOWNLOAD THE APP FOR  
FREE ON APPLE AND ANDROID  
SMARTPHONES AND TABLETS



The app also allows you to:

- Get instant notifications on the status of your claims.
- Check your balance and view account activity.
- Report a card as lost or stolen to keep your account secure.
- Determine 213(d) eligible expenses by using the eligible expense scanner and your phone's camera.

##### Online Account

You can also file claims through your online account by clicking the "File A Claim" button within the "I Want To" menu on the homepage of your online account.

**Note:** You may also file a claim by submitting an Out-of-Pocket Reimbursement Request Form and supporting documentation via fax or mail.



### RESOURCES



#### EASY SUBSTANTIATION VIDEO

[www.DiscoveryBenefits.com/easysubstantiation](http://www.DiscoveryBenefits.com/easysubstantiation)



#### BENEFITS MOBILE APP VIDEO

[www.DiscoveryBenefits.com/mobileappvideo](http://www.DiscoveryBenefits.com/mobileappvideo)

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