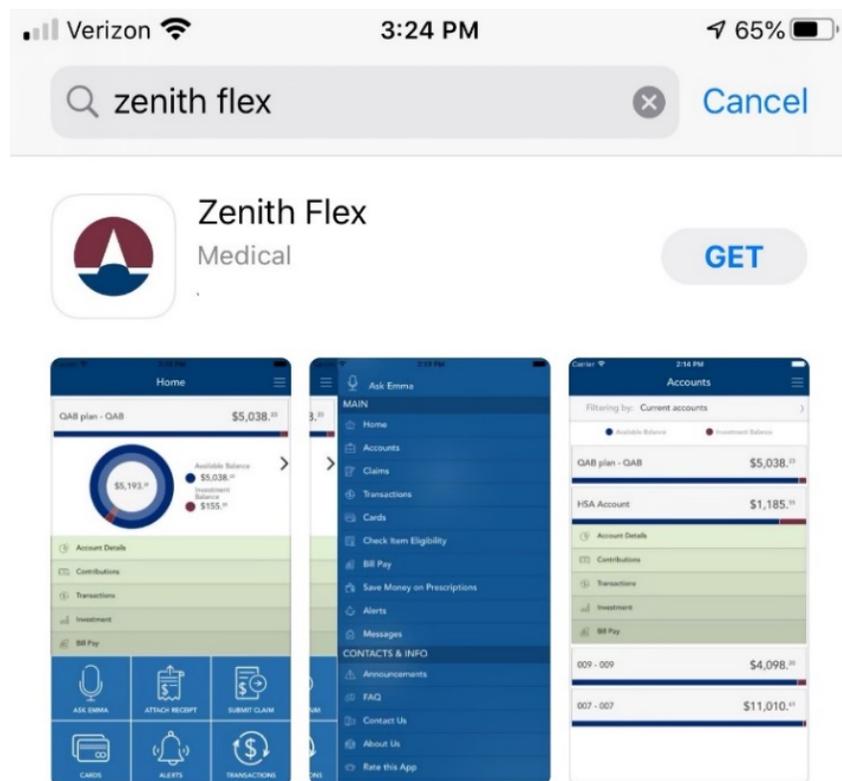


Substantiate HRA/FSA Claims Using “Zenith Flex” Mobile App

For first time registration, search for “Zenith Flex” in the app store.

Look for the app in the image shown here



For clients with debit cards (which is the majority) use the following instructions:

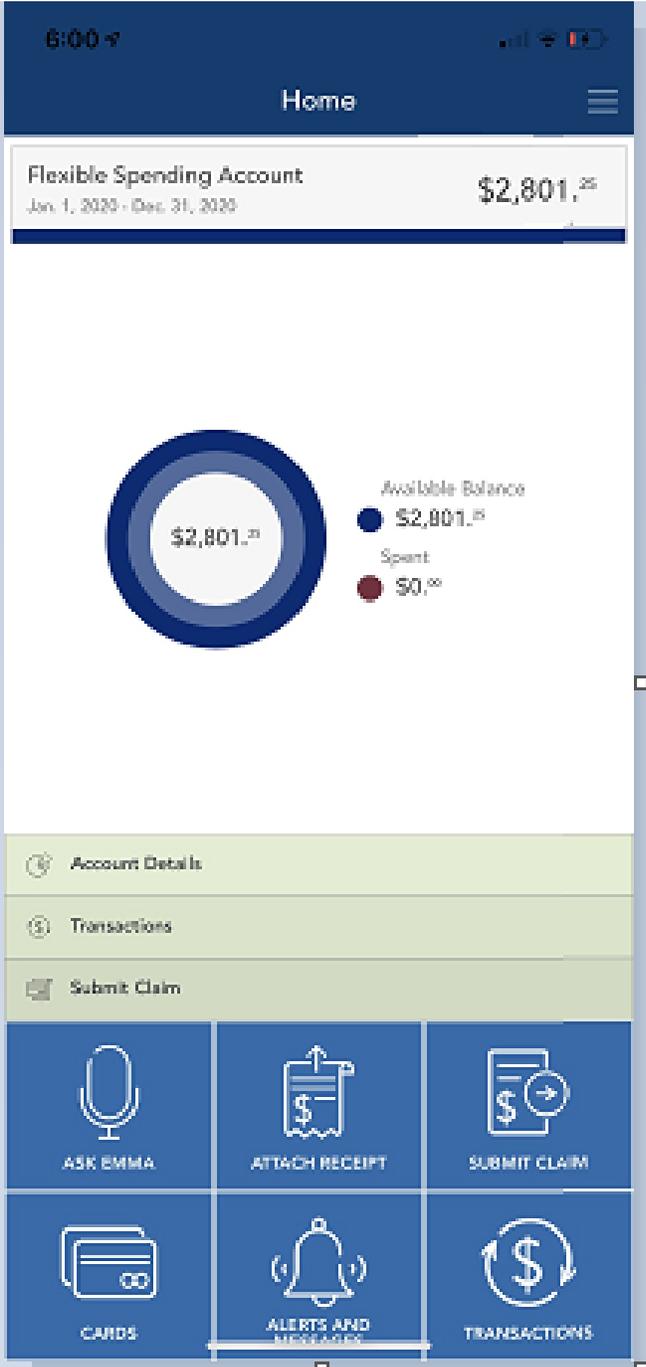
1. **Registration ID:** Select Card Number from the dropdown
2. **Card Number:** Member HRA Card Number
3. **Your ID:** Member Social Security Number

For clients that do not have debit cards, register with these instructions:

1. **Registration ID:** Select Employer Name from the dropdown
2. **Employer Name:** Enter “Name of Employer” (obtain from CDHP team)
3. **Your ID:** Member Social Security Number

Substantiate HRA/FSA Claims Using “Zenith Flex” Mobile App

Once the registration process is completed, upon logging in, click on “submit claim”



Substantiate HRA/FSA Claims Using “Zenith Flex” Mobile App

Enter dates of service, patient name, provider, account number of the invoice (if applicable), service category, claim amount, then click “Next”.

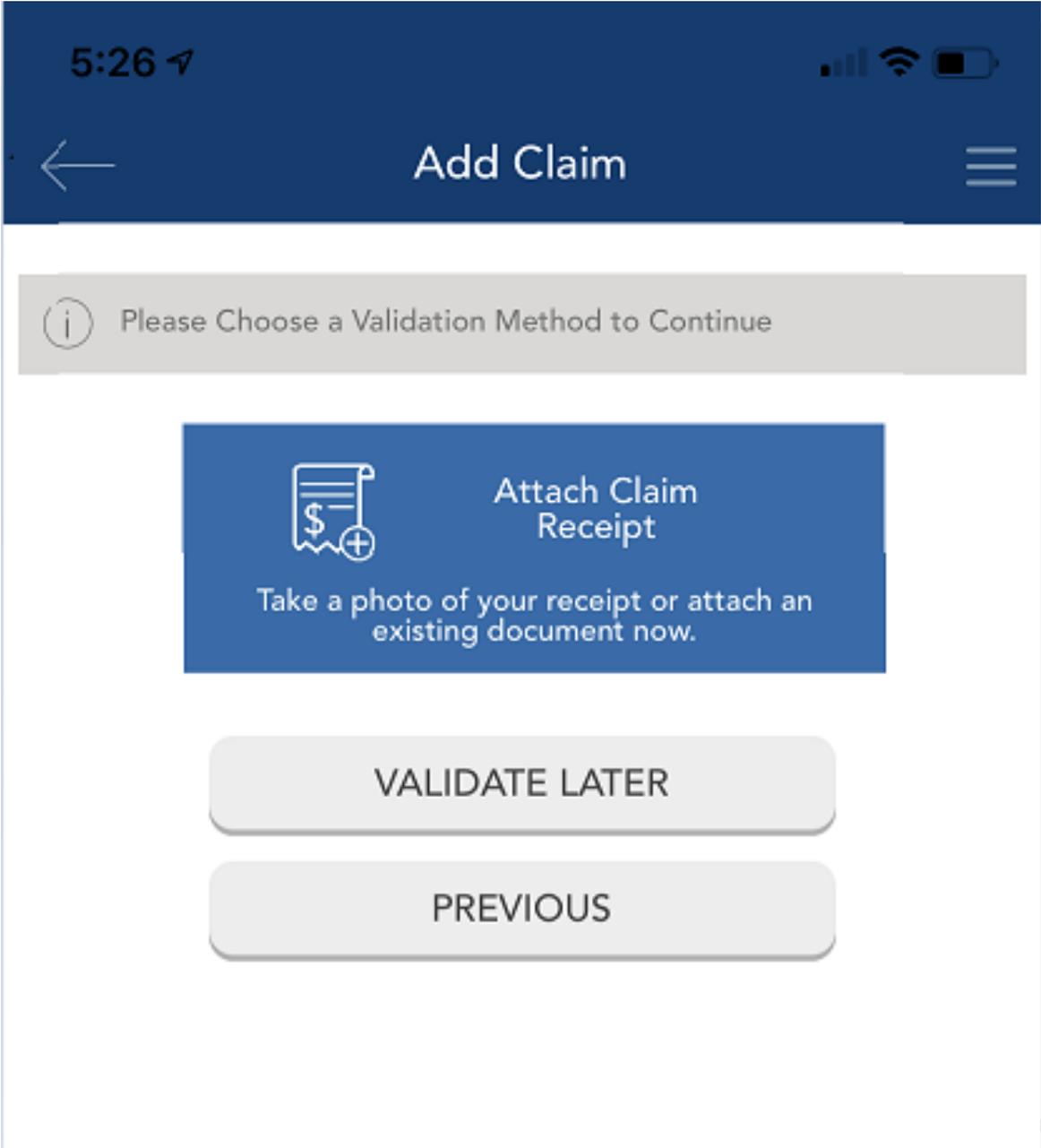
The screenshot shows the 'Add Claim' screen in the Zenith Flex mobile app. The top status bar displays the time 5:26 and signal, Wi-Fi, and battery icons. The app header is dark blue with a back arrow on the left, the title 'Add Claim' in the center, and a menu icon on the right. The form contains the following fields:

- Service Start Date:** June 25, 2020 (with a dropdown arrow)
- Service End Date:** None (with a dropdown arrow)
- Claimant:** (with a dropdown arrow)
- Provider:** (with an empty text input field)
- Account Number:** (with an empty text input field)
- * Service Category Code:** Contact Lenses (with a dropdown arrow)
- * Claim Amount:** \$0.00
- Comments:** (with an empty text input field)

A large green button labeled 'NEXT' is positioned at the bottom center of the form.

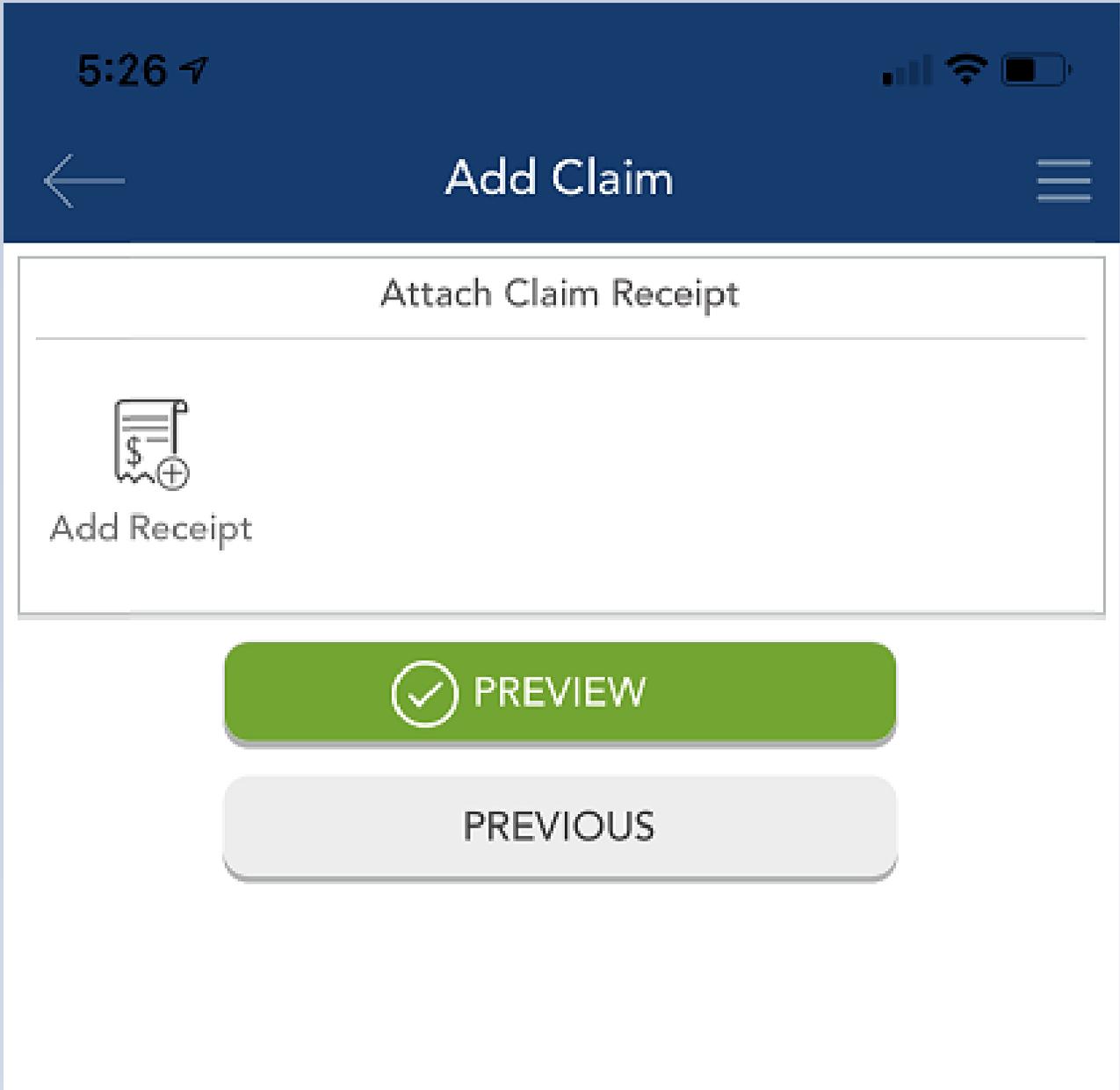
Substantiate HRA/FSA Claims Using “Zenith Flex” Mobile App

Attach the itemized receipt now or validate at a later time.



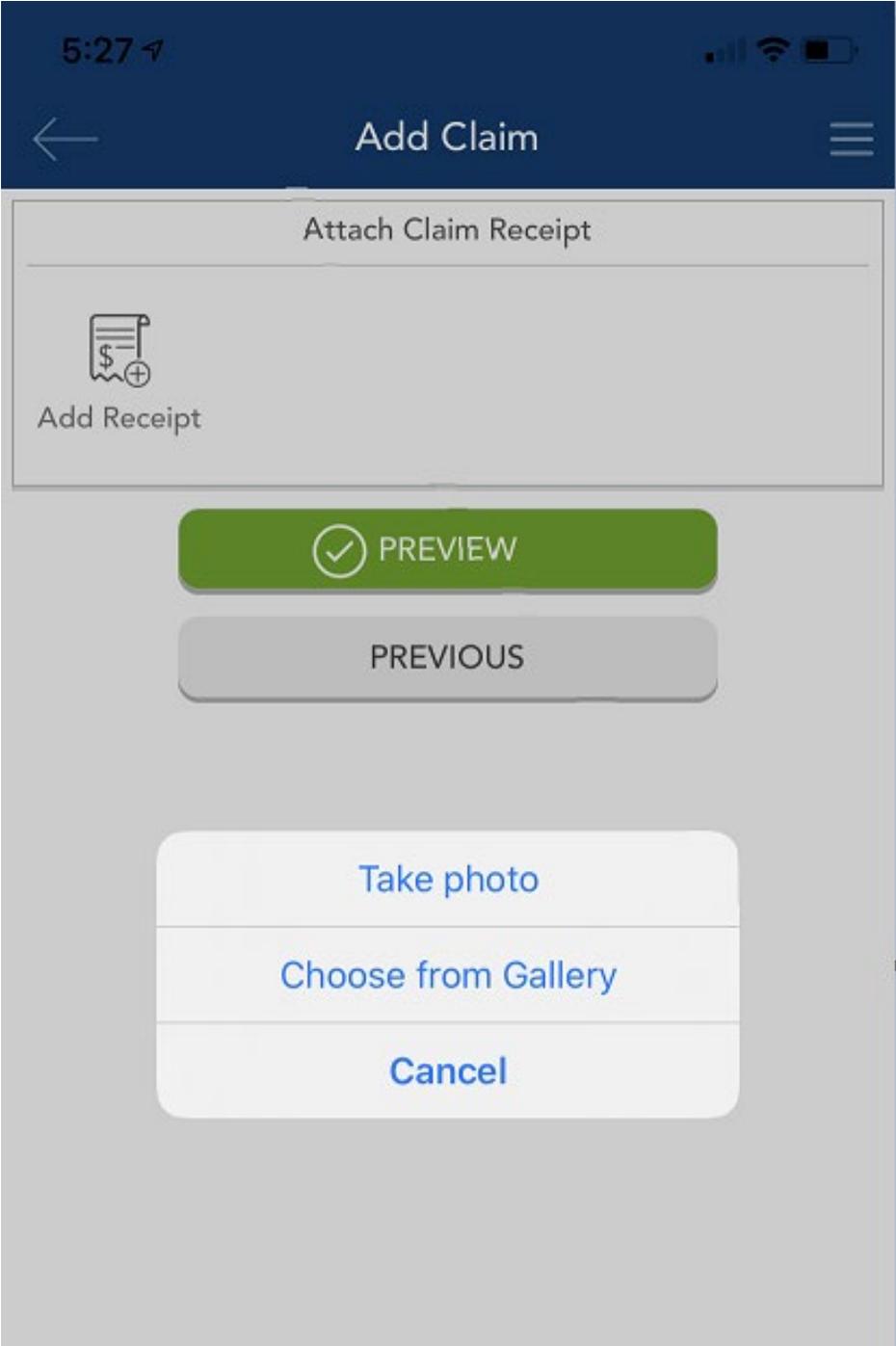
Substantiate HRA/FSA Claims Using “Zenith Flex” Mobile App

To attach the itemized receipt, click “add receipt”.



Substantiate HRA/FSA Claims Using “Zenith Flex” Mobile App

Continue following the prompts to your phone photo gallery or snap a photo with your camera.



Substantiate HRA/FSA Claims Using “Zenith Flex” Mobile App

Once the photo is attached, preview the entry and click “Submit”

