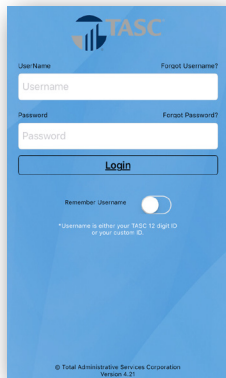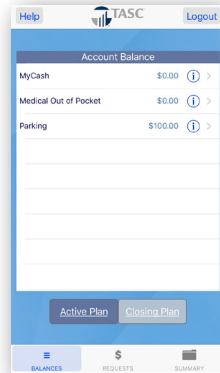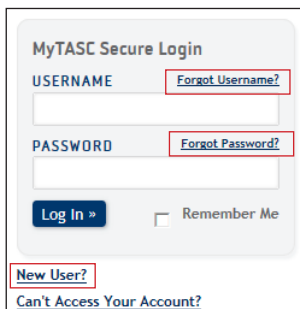**FlexSystem**®

MyTASC Mobile App Guide

How to use the MyTASC mobile app to access your FlexSystem FSA

Login

Enter your username (or 12-digit TASC ID) and password.

NOTE: If you have forgotten your username or password, visit www.tasconline.com and click Forgot Username or Forgot Password in the MyTASC Secure Account Login box. If you are a new user, click New User.

View Account Summary & Balances

View your account summary and your Plan balances for all elected benefits accounts, including MyCash, and active or closing accounts. Simply select the appropriate button at the bottom of the screen.
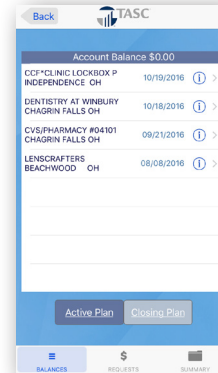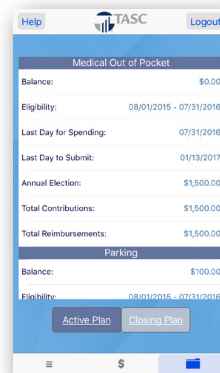
Plan Transaction History

View transaction history, including service provider, service date, and reimbursement amount for any active or closing benefits account.

Select accounts by using the drop down menu at the top of the screen, and toggle between active and closing accounts using the buttons at the bottom of the screen.
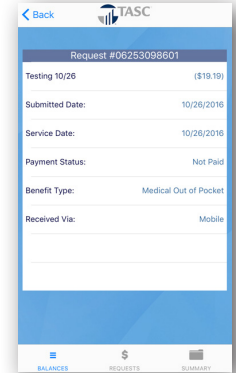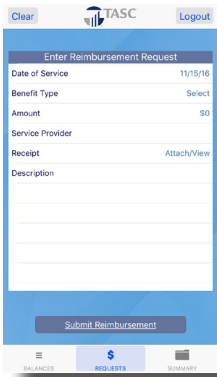
Request Details

View individual request details, including request ID, payment status, and submission date.

FREE DOWNLOAD
for your smartphone or tablet:

Apple® App Store l Android Google Play™

TASC®

Total Administrative Services Corporation
2302 International Lane l Madison, WI 53704-3140

FX-4808-091217

Reimbursement Request

To begin your reimbursement request, choose the date of service, benefit type, amount, service provider, and description from this screen. You may also choose an image to attach to your request, or take a new picture using your device camera.

TASC NEVER SLEEPS!

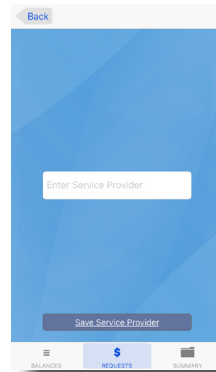**FlexSystem makes it easy to request a reimbursement from anywhere at any time.**

Enter Date of Service

The date must be within the Plan year(s) available and cannot be a future date.

Select Benefit Type

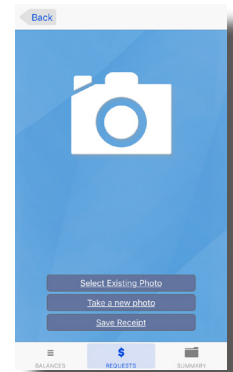Benefit type is required and only the benefit types you have elected will be visible.
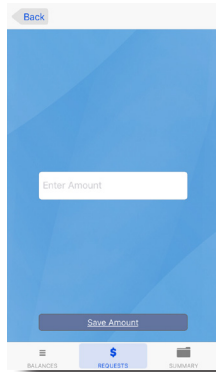
Enter the Amount

A dollar sign is not needed. Use the Back button to return to the Request for Reimbursement screen. I

When finished, click Save Amount.

Enter a Description

Optional step to provide descriptive information to better identify each request.
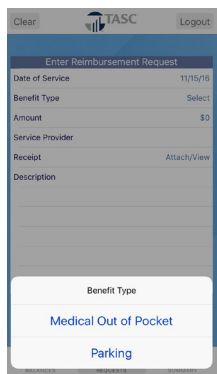
Enter Service Provider

The service provider is the name of the person or place where you receive a service or purchased eligible items.

Submit Receipt

You may attach your receipt directly to the Request for Reimbursement:

1) take a new photo using your mobile device camera, - or -
2) select an existing image
If you have no receipt, you can obtain and submit it later via your MyTASC account at www.tasconline.com
(click Account Overview, identify the transaction requiring a receipt, click View Details, upload your receipt).

Visit the TASC Mobile web page for more information:
www.tasconline.com/mobile