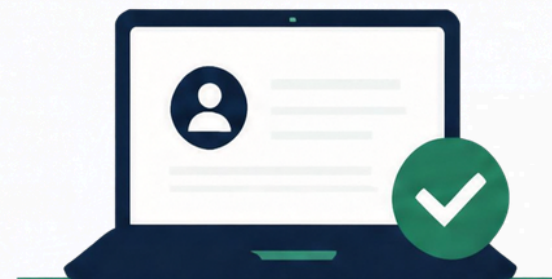


How to Create Your Indiana FSSA Benefits Portal Account

The Benefits Portal lets you manage your Medical benefits, submit documents, view notices, report changes, and report HIP work activities — all in one place.



Go Online



Check Email



Sign In



Manage Benefits

1

Go to the Benefits Portal

Open a web browser on your phone or computer and go to:

fssabenefits.in.gov/bp/



Benefits Portal
Home Page

2

Click "Create Account"

On the home page, find and click the Create Account button.

Helpful Tip: First-time users select **Create Account**. Already have an account? Select **Sign In** instead.

3

Enter Your Information

You will need your:

- Email address
- Social Security Number
- Date of birth
- Contact information



Registration
Form

4

Create a Username & Password

Choose a Username, a strong Password, and set up your Security Questions.

Write down your username and password and store them somewhere safe.

5

Verify Your Email Address

Check your email inbox for a message from FSSA.
Click the verification link inside to activate your account.



How to Create Your Indiana FSSA Benefits Portal Account — continued

Steps 6–7: sign in and start using your account.



6

Sign In

Return to fssabenefits.in.gov/bp/ and enter your Username and Password, then click **Sign In**.



Common Questions

Q: Do I need a case number?

A: No.

Q: What if I forget my password?

A: Use “Forgot Password” on the sign-in page.

Q: What if I need help?

A: Call Indiana FSSA at 800-403-0864.

7

Manage Your Benefits

Once logged in, you can:

- View Medicaid/HIP coverage
- Upload documents
- Report changes
- Read notices & letters
- Complete renewals
- Report HIP work activities



SCAN FOR MORE



Benefits Portal



HIP Work Requirements



Connect with an Insurance Navigator

