

# “RePay My Employer” for Employees who log into MyRSC

Log in as the employee on myRSC.

myRSC<sup>SM</sup> Tuesday, April 01, 2008  
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Designed for Internet Explorer v5.5+ (Min. Resolution: 800x600)

*A Resource Service Center  
for employees,  
employers and  
administrators*

**Login ID:**

**Password:**

**Log In**

[Login as Demo](#)

**First Time Logging In?**

If you are new to myrsc.com, please **Register** to set up your login. We will guide you through the login process, step by step.

**Forgot Your Login ID or Password?**

If you have forgotten your Login ID or Password, **Click Here**.

**Alternate Login Methods**

myResourceCard<sup>®</sup> mySourceCard<sup>™</sup> myHSAToday<sup>™</sup>

**Activate mySourceCard<sup>™</sup>**

Click on the Card tab at the top of the screen.

**Benefits** **Contacts** **COBRA** **Divine Chocola**

[Change Personal Information](#) [Change Password](#) [Log](#)

You are logged in as **Abby Die**  
Employee for Divine Chocolate (309216)

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**Hello Abby**

*Welcome to your private website,  
YOUR Online Resource Service Center!*

Here you can . . .

- Learn how your Benefit Plans work!
- See your Account History and Current Balances.
- Download any forms you need.
- Find out when you can change your elections in mid-year.
- And much more as you experience your site.

Navigate your site by clicking the Tabs at the top of each page or by clicking the **Links** on the left side of each page.

To find out: Who to contact for your benefit plans?  
Click on the **Contacts** Tab above.  
Here you can find out . . .

- Name
- Address
- Phone Number
- Fax Number
- E-mail Address

[Back to TPA site](#)

**Benefit Services**

Health Services

Calculators

mySourceCard

Documents

As the employee can see under the account summary screen the card is blocked for “Failure to Submit Substantiation”. Next have the employee select the “Repay My Employer” link on the left side of the screen.

**Divine Chocol**

Change Personal Information | Change Password | Log

You are logged in as Abby D  
Employee for Divine Chocolate (30921)

xxxx-xxxx-xxxx-3746      **ABBY DIERK**      **Divine Chocolate**

### Account Summary

[Make Changes to My Account](#)

Account Information		Purse Values		
Card Holder(s):	<input type="checkbox"/> <a href="#">ABBY DIERK</a> <input type="checkbox"/> <a href="#">WALTER DIERK</a>	Benefit	Limit	Available
Account Number:	48950551498	FSA - Medical	\$4,453.38	* \$4,453.38
Billing Email:	showard@dpath.com	Dependent Care	\$833.32	* \$833.32
Billing Address:	1601 Wespark Dr Suite 10 Little Rock, AR 72204	HRA - Medical	\$415.65	* \$415.65
Billing Phone:	501-555-4499	Transit Vanpool	\$150.00	* \$150.00
Block Code 1:	Failure to Submit Substantiation	Parking	\$182.50	* \$182.50
Block Code 2:	None	* For your security, the maximum amount available to be used in one day is \$2000. If your purse has more available in it, and if you should need to spend more than the \$2000 security amount, please call Card Services at 1-888-523-4308 to request a temporary over-ride.		
Status:	Active			

You now have the ability to select which payments you would like to pay back. Check off all of the ones that apply and click continue. If none are selected the continue option will remain “grayed out”.

**Divine Chocol**

Change Personal Information | Change Password | Log

You are logged in as Abby D  
Employee for Divine Chocolate (30921)

xxxx-xxxx-xxxx-3746      **ABBY DIERK**      **Divine Chocolate**

### RePay My Employer

Below are unresolved transactions that remain unpaid.  
Please check the transactions that you would like to pay (You can accept or modify the Payment Amount), then click Continue >> .

Card Holder	Description	TimeOut Date	Transaction Amount	Amount Due	-	Un-Applied Payments	=	Payment Due	Payment Amount
<input type="checkbox"/> ABBY DIERK	Dr. Phillips	10/26/2007	\$368.00	\$48.15	-	\$0.00	=	\$48.15	0.00
<input type="checkbox"/> ABBY DIERK	Dr. Joe Schmoe	2/9/2008	\$62.35	\$62.35	-	\$0.00	=	\$62.35	0.00
			<b>\$430.35</b>	<b>\$110.50</b>	-	<b>\$0.00</b>	=	<b>\$110.50</b>	0.00

[Continue >>](#)

Benefits Contacts  COBRA Divine Chocol

Change Personal Information | Change Password | Log

You are logged in as Abby D  
Employee for Divine Chocolate (30921)

xxxx-xxxx-xxxx-3746      ABBY DIERK      Divine Chocolate

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<input checked="" type="checkbox"/> ABBY DIERK	Dr. Phillips	10/26/2007	\$368.00	\$48.15	-	\$0.00	=	<a href="#">\$48.15</a>	<input type="text" value="48.15"/>
<input checked="" type="checkbox"/> ABBY DIERK	Dr. Joe Schmoe	2/9/2008	\$62.35	\$62.35	-	\$0.00	=	<a href="#">\$62.35</a>	<input type="text" value="62.35"/>
			<b>\$430.35</b>	<b>\$110.50</b>	-	<b>\$0.00</b>	=	<b>\$110.50</b>	<input type="text" value="110.50"/>

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Now the option to set up the bank account in which you would like the funds to be debited from will appear.

Benefits Contacts  COBRA Divine Chocol

Change Personal Information | Change Password | Log

You are logged in as Abby Di  
Employee for Divine Chocolate (30921)

xxxx-xxxx-xxxx-3746      ABBY DIERK      Divine Chocolate

### RePay My Employer


Card Holder	Description	TimeOut Date	Transaction Amount	Amount Due	-	Un-Applied Payments	=	Payment Due	Payment Amount
<input checked="" type="checkbox"/> ABBY DIERK	Dr. Phillips	10/26/2007	\$368.00	\$48.15	-	\$0.00	=	<a href="#">\$48.15</a>	<input type="text" value="48.15"/>
<input checked="" type="checkbox"/> ABBY DIERK	Dr. Joe Schmoe	2/9/2008	\$62.35	\$62.35	-	\$0.00	=	<a href="#">\$62.35</a>	<input type="text" value="62.35"/>
			<b>\$430.35</b>	<b>\$110.50</b>	-	<b>\$0.00</b>	=	<b>\$110.50</b>	<input type="text" value="110.50"/>

Online payments made before 12:00 P.M. C.S.T, Monday through Friday, will post to your account the same day.  
Funds will be available the next day.

Please click the 'My Accounts' button to set up an account for making online payments.

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Enter in the account information and click the disk to save it.

Benefits Contacts  COBRA

Divine Chocola  
Change Personal Information | Change Password | Log


You are logged in as Abby Di  
Employee for Divine Chocolate (309216)

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drugstore.com

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xxx-xxx-xxx-3746      ABBY DIERK      Divine Chocolate

**My Accounts**

Account Nickname (ex: Bob's Savings)	* Bank	* Account Type	* Routing Number	* Account Number	Status
Click the Disk Icon to save your Bank Account information.					
<input type="text"/>	<input type="text"/>	Checking	<input type="text"/>	<input type="text"/>	NEW 
					New Cancel

\* Required Information [Help me locate my Account Information](#)

[<< Return to Repay My Employer to submit payment](#)

Benefits Contacts  COBRA

Divine Chocola  
Change Personal Information | Change Password | Log

You are logged in as Abby Die  
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drugstore.com


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**Account Saved**

Your Account Information has been saved.

Continue >>

Now your Bank information is saved and will only be used if authorized by the employee.

Benefits Contacts  COBRA

Divine Chocola  
Change Personal Information | Change Password | Log



You are logged in as Abby Die  
Employee for Divine Chocolate (309216)

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xxx-xxx-xxx-3746      ABBY DIERK      Divine Chocolate

**My Accounts**

Account Nickname (ex: Bob's Savings)	* Bank	* Account Type	* Routing Number	* Account Number	Status
Dude	Where is my Car	Checking	123456780	12121212	OPEN  
					New Cancel

\* Required Information [Help me locate my Account Information](#)

[<< Return to Repay My Employer to submit payment](#)

Now you can select the “Make Payment” button at the bottom of the screen to initiate your paying back the employer for the outstanding swipes.

drugstore.com

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Card Holder	Description	TimeOut Date	Transaction Amount	Amount Due	-	Un-Applied Payments	=	Payment Due	Payment Amount
<input checked="" type="checkbox"/> ABBY DIERK	Dr. Phillips	10/26/2007	\$368.00	\$48.15	-	\$0.00	=	<a href="#">\$48.15</a>	48.15
<input checked="" type="checkbox"/> ABBY DIERK	Dr. Joe Schmoie	2/9/2008	\$62.35	\$62.35	-	\$0.00	=	<a href="#">\$62.35</a>	62.35
				<b>\$430.35</b>	<b>\$110.50</b>	-	<b>\$0.00</b>	=	<b>\$110.50</b>
									<input type="text" value="110.50"/>
									<input type="button" value=" &lt; &lt; Back"/>

Online payments made before 12:00 P.M. CST, Monday through Friday, will post to your account the same day. Funds will be available the next day.

Pay from this Account:

ABBY DIERK  
 1601 WESPARK DR  
 SUITE 10  
 LITTLE ROCK, AR 72204 4/1/2008

PAY TO THE ORDER OF           DIVINE CHOCOLATE           \$

**BANK NAME**

**ROUTING NUMBER**  **ACCOUNT NUMBER**  **ACCOUNT**