

# VSP – Vision Plan

Website: [www.vsp.com](http://www.vsp.com)

To view all of your Vision Benefits through VSP along with covered providers, go to the VSP site at: [www.vsp.com](http://www.vsp.com)

First time users:

1. You will need to create an account. When you go to the VSP site, on the left, there will be a log in box, click the link below – 1<sup>st</sup> time user, Create Account.
2. It will ask for an ID # or your last 4 of your Social Security Number, click the circle by Last 4 of Soc. # and enter your last 4 digits. It should also ask for your name. Enter that also, then click submit.
3. It will then take you to the next screen which you will be required to create a User name and Password along with your profile. Fill this out in its entirety. At the end, submit it.
4. Once submitted, it will show your name as the account holder.

Once your account is up, which is immediately, you will be able to view your benefits, print a Member ID Card, view providers, etc.

To print out an ID Card, got to on the left hand side of screen, View Your Benefits – Under this topic, click the Benefits Overview. Then, Under Benefits Resources, Click on Member Vision Card. It will then prompt you to put your State in, Click OHIO. Then your insurance card will come up and you can print it out.