




Portal Log-in Instructions

www.mycpitem.com portal login. Employees can submit claims, view balances and more! Usernames and temp passwords have already been created. Once logged in, the portal will prompt you to answer security questions and change password.

mycpitem.com -> Login FSA/HRA -> Member Login -> Existing User

← → ↻ mycpitem.com

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Login

Existing User?

Login to your account

Username [Forgot Username?](#)

Password [Forgot Password?](#)

Username: first letter of first name + Last name + last 4 of Social security number

Password: Password1*

Example:

John Smith

Username: jsmith1234

Password: Password1*

If you have any questions about the log in information, please contact our office.

Sincerely,
My CPI Team

CPI
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