

# HSA

# Health Savings

# Account

***Health Savings Account (HSA)***

*A Health Savings Account is a tax-advantaged medical savings account available to employees who are enrolled in a high-deductible health plan. The funds contributed to the account are not subject to federal income tax at the time of deposit. Unlike a flexible spending account (FSA), funds roll over and accumulate year to year if not spent.*



Clipart of: A life-saver being thrown to money.

<b>Provider Name:</b>	<b>H.S.A. Bank</b>
<b>Phone Number:</b>	<b>1-800-357-6246</b>
<b>Web Address:</b>	<b><a href="http://www.hsabank.com">www.hsabank.com</a></b>



Mesquite ISD Benefits Logo

# FSA vs. HSA

## FSA – Flexible Spending Account

Administered through TASC

-this is a full-coverage healthcare FSA

- ✓ Tax-sheltered savings; payroll deducted from your paycheck, pre-tax.
- ✓ Funds available at beginning of plan year.
- ✓ Convenient debit card feature (\$1 per month from payroll deduction)
- ✓ Plan conservatively. What you don't use, you lose!
- ✓ \$2,600 contribution limit per plan year (\$216.66/month) per employee for Health/Unreimbursed Medical
- ✓ \$5,000 contribution limit per plan year (\$416.66/month) per employee for Dependent Care.
- ✓ You do not have to be enrolled in a health insurance plan to participate in this program.
- ✓ You cannot be enrolled in a Health Savings Account (HSA).



- ✓ If your spouse is enrolled in a health savings account through his/her employer or on his/her own through a bank institution, you may *not* enroll in the TASC Flexible Spending benefit. MISD TASC is a full coverage healthcare flexible spending account. [www.irs.gov/publications/p969](http://www.irs.gov/publications/p969)

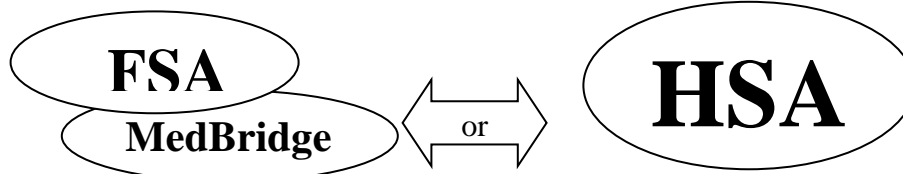


- ✓ Refer to TASC section of MISD employee benefits book for more information.

## HSA – Health Savings Account

Administered through HSA Bank

- ✓ Tax-sheltered savings; payroll deducted from your paycheck, pre-tax.
- ✓ Funds available as you contribute to account.
- ✓ Convenient debit card feature (\$1.75 per month from bank account until \$3,000 balance is reached).
- ✓ Funds roll over from year to year; interest-bearing account.
- ✓ Account is portable; stays with you when/if you leave the district.
- ✓ \$3,400 contribution limit per plan year for individual coverage (\$283.33/month) and \$6,750 contribution limit for family coverage (\$562.50/month).
- ✓ **You must be enrolled in TRS ActiveCare 1HD health plan** to participate in the HSA bank health savings account offered through Mesquite ISD.
- ✓ You cannot be enrolled in a flexible spending account (FSA).
- ✓ You cannot be enrolled in a gap supplemental medical plan.
- ✓ **You are not eligible for the Mesquite Employee Health Center (MEHC) discounts while you are actively contributing to an H.S.A. account (i.e. no \$10 office visits to the clinic or Rx discounts) until your health plan deductible is met for the plan year.** This is an IRS rule, not an MISD policy.
- ✓ Refer to HSA section of MISD employee benefits book for more information.





# Health Savings Accounts

Start saving more on healthcare.



A Health Savings Account (HSA) is an individually-owned, tax-advantaged account that you can use to pay for current or future IRS-qualified medical expenses. With an HSA, you'll have the potential to build more savings for healthcare expenses or additional retirement savings through self-directed investment options<sup>1</sup>.

## How an HSA works:

- You can contribute to your HSA via payroll deduction, online banking transfer, or by sending a personal check to HSA Bank. Your employer or third parties, such as a spouse or parent, may contribute to your account as well.
- You can pay for qualified medical expenses with your Health Benefits Debit Card directly to your medical provider or pay out-of-pocket. You can either choose to reimburse yourself or keep the funds in your HSA to grow your savings.
- Unused funds will roll over year to year. After age 65, funds can be withdrawn for any purpose without penalty (subject to ordinary income taxes).
- Check balances and account information via HSA Bank's Member Website or mobile device 24/7.

## Are you eligible for an HSA?

If you have a qualified High Deductible Health Plan (HDHP) - either through your employer, through your spouse, or one you've purchased on your own - chances are you can open an HSA. Additionally:

- You cannot be covered by any other non-HSA-compatible health plan, including Medicare Parts A and B.
- You cannot be covered by TriCare.
- You cannot have accessed your VA medical benefits in the past 90 days (to contribute to an HSA).
- You cannot be claimed as a dependent on another person's tax return (unless it's your spouse).
- You must be covered by the qualified HDHP on the first day of the month.

When you open an account, HSA Bank will request certain information to verify your identity and to process your application.

## What are the annual IRS contribution limits?

Contributions made by all parties to an HSA cannot exceed the annual HSA limit set by the Internal Revenue Service (IRS). Anyone can contribute to your HSA, but only the accountholder and employer can receive tax deductions on those contributions. Combined annual contributions for the accountholder, employer, and third parties (i.e., parent, spouse, or anyone else) must not exceed these limits.<sup>2</sup>

### 2017 Annual HSA Contribution Limits

Individual = \$3,400  
Family = \$6,750

### 2018 Annual HSA Contribution Limits

Individual = \$3,450  
Family = \$6,900

According to IRS guidelines, each year you have until the tax filing deadline to contribute to your HSA (typically April 15 of the following year). Online contributions must be submitted by 2:00 p.m., Central Time, the business day before the tax filing deadline. Wire contributions must be received by noon, Central Time, on the tax filing deadline, and contribution forms with checks must be received by the tax filing deadline.

## Catch-up Contributions

Accountholders who meet these qualifications are eligible to make an HSA catch-up contribution of \$1,000: Health Savings accountholder; age 55 or older (regardless of when in the year an accountholder turns 55); not enrolled in Medicare (if an accountholder enrolls in Medicare mid-year, catch-up contributions should be prorated). Authorized signers who are 55 or older must have their own HSA in order to make the catch-up contribution.

## How can you benefit from tax savings?

An HSA provides triple tax savings.<sup>3</sup> Here's how:

- Contributions to your HSA can be made with pre-tax dollars and any after-tax contributions that you make to your HSA are tax deductible.
- HSA funds earn interest and investment earnings are tax free.
- When used for IRS-qualified medical expenses, distributions are free from tax.

## IRS-Qualified Medical Expenses

You can use your HSA to pay for a wide range of IRS-qualified medical expenses for yourself, your spouse, or tax dependents. An IRS-qualified medical expense is defined as an expense that pays for healthcare services, equipment, or medications. Funds used to pay for IRS-qualified medical expenses are always tax-free.

HSA funds can be used to reimburse yourself for past medical expenses if the expense was incurred after your HSA was established. While you do not need to submit any receipts to HSA Bank, you must save your bills and receipts for tax purposes.

### Examples of IRS-Qualified Medical Expenses<sup>4</sup>:

Acupuncture	Gynecologist	Psychologist
Alcoholism treatment	Hearing aids and batteries	Smoking cessation programs
Ambulance services	Hospital bills	Special education tutoring
Annual physical examination	<b>Insurance premiums<sup>5</sup></b>	Surgery
Artificial limb or prosthesis	Laboratory fees	Telephone or TV equipment to assist the hearing or vision impaired
Birth control pills (by prescription)	Lactation expenses	Therapy or counseling
Chiropractor	Lodging	Medical transportation expenses
Childbirth/delivery	(away from home for outpatient care)	Transplants
Convalescent home (for medical treatment only)	Nursing home	Vaccines
Crutches	Nursing services	Vasectomy
Doctor's fees	Obstetrician	Vision care
Dental treatments (including x-rays, braces, dentures, fillings, oral surgery)	Osteopath	(including eyeglasses, contact lenses, lasik surgery)
Dermatologist	Oxygen	Weight loss programs (for a specific disease diagnosed by a physician – such as obesity, hypertension, or heart disease)
Diagnostic services	Pregnancy test kit	Wheelchairs
Disabled dependent care	Podiatrist	X-rays
Drug addiction therapy	Prescription drugs and medicines (over-the-counter drugs are not IRS-qualified medical expenses unless prescribed by a doctor)	
Fertility enhancement (including in-vitro fertilization)	Prenatal care & postnatal treatments	
Guide dog (or other service animal)	Psychiatrist	

<sup>1</sup> Investment accounts are not FDIC insured, may lose value and are not a deposit or other obligation of, or guarantee by the bank. Investment losses which are replaced are subject to the annual contribution limits of the HSA.

<sup>2</sup> HSA funds contributed in excess of these limits are subject to penalty and tax unless the excess and earnings are withdrawn prior to the due date, including any extensions for filing Federal Tax returns. Accountholders should consult with a qualified tax advisor in connection with excess contribution removal. The Internal Revenue Service requires HSA Bank to report withdrawals that are considered refunds of excess contributions. In order for the withdrawal to be accurately reported, accountholders may not withdraw the excess directly. Instead, an excess contribution refund must be requested from HSA Bank and an Excess Contribution Removal Form completed.

<sup>3</sup> Federal Tax savings are available no matter where you live and HSAs are taxable in AL, CA, and NJ. HSA Bank does not provide tax advice. Consult your tax professional for tax-related questions.

<sup>4</sup> This list is not comprehensive. It is provided to you with the understanding that HSA Bank is not engaged in rendering tax advice. The information provided is not intended to be used to avoid Federal tax penalties. For more detailed information, please refer to IRS Publication 502 titled, "Medical and Dental Expenses". Publications can be ordered directly from the IRS by calling 1-800-TAXFORM. If tax advice is required, you should seek the services of a professional.

<sup>5</sup> Insurance premiums only qualify as an IRS-qualified medical expense: while continuing coverage under COBRA; for qualified long-term care coverage; coverage while receiving unemployment compensation; for any healthcare coverage for those over age 65 including Medicare (except Medicare supplemental coverage).

### For assistance, please contact the Client Assistance Center



855-731-5220

www.hsabank.com | 605 N. 8th Street, Ste. 320, Sheboygan, WI 53081





# How to use your HSA

## It's easy to manage your Health Savings Account (HSA) online.

Access real-time account balances, transaction history and statements, as well as track your expenses online. Sign up for online banking today.

**Mobile App\*** – Use your iOS (iPhone, iPod Touch, iPad) or Android-powered device to check available balances in your account and view HSA transaction details, save and store receipts using your device's camera, receive account balances and configurable alerts via text message, and access customer service contact information.

**myHealth Portfolio<sup>SM</sup>** – Use this tool to track your healthcare expenses, submit and retain receipts and claims from multiple insurance and financial account providers. Also view expenses by provider, category, and more.

## How to deposit funds into your HSA.

To maximize HSA tax and savings benefits, begin funding your account as soon as you can. HSA Bank offers several convenient methods for making contributions to your HSA.

**Payroll Deductions** – If your employer offers this option, HSA Bank will facilitate recurring pre-tax payroll deductions. Contact your employer to complete the appropriate paperwork.

**Online Transfers** – On HSA Bank's member website, you can transfer funds from an external bank account, such as a personal checking or savings account, to your HSA.

**Check** – Mail your personal check and completed Contribution Form to:

HSA Bank, PO Box 939, Sheboygan, WI 53082

## How to pay for healthcare expenses from your HSA.\*\*

Whether you want to reimburse yourself for an IRS-Qualified medical expense paid out-of-pocket or you want to pay directly from your HSA, HSA Bank offer multiple options for accessing your funds.

**Health Benefits Debit Card** – Your HSA Bank debit card from Visa® provides access to your HSA funds at point-of-sale with signature or PIN and at ATMs for withdrawals. HSA Bank imposes a daily debit card limit of \$3,000 to safeguard against fraudulent activity. Transaction fees may apply when used with a PIN.†

**Checks** – A book of 50 checks can be ordered upon request for an additional fee.† You can use these checks to pay providers or reimburse yourself for expenses already incurred.

**Online Transfers** – On HSA Bank's member website, you can reimburse yourself for out-of-pocket expenses by making a one-time or reoccurring online transfer from your HSA to your personal checking or savings account. There is a daily limit of \$2,500.

**Online Bill Pay** – Use this feature to pay medical providers directly from your HSA.

HSA Bank's Health Benefits Debit Card can be used for point-of-sale transactions in two ways, signature or PIN. For signature, swipe card, press credit on the keypad, and sign the receipt. To pay using a PIN (fee per PIN transaction may apply<sup>†</sup>), swipe your card, select debit on the keypad, and enter your PIN. To withdraw HSA funds from an ATM (fee per ATM withdrawal may apply<sup>†</sup>), be sure to select the "checking" option (not savings) when asked the type of account you are withdrawing from. HSA Bank limits point-of-sale debit card transactions to medical merchants. As a mechanism for fraud protection, HSA Bank has set daily limits on debit card transactions. These limits are listed in your Deposit Account Agreement and Disclosures Booklet. Debit card transactions are also limited to your current balance.

\*The HSA Bank Mobile App is free to download. However, you should check with your wireless provider for any associated fees for accessing the internet from your device.

\*\*You can pay for a wide range of IRS-qualified medical expenses with your HSA, including many that aren't typically covered by health insurance plans. This includes deductibles, co-insurance, prescriptions, dental and vision care, and more. For a complete list of IRS-qualified medical expenses, visit [irs.gov](http://irs.gov) or [hsabank.com/IRSQualifiedExpenses](http://hsabank.com/IRSQualifiedExpenses).

†For applicable fees, see your HSA Bank Interest and Fee Schedule or Explanation of HSA Bank Fee Changes document.

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# H\$A Headlines

ActiveCare 1HD Participant - Health Savings Account (H.S.A.)

**To Do:** Is your beneficiary up-to-date?  
If you got married you **MUST** complete a new beneficiary form. Form on benefits website.\*

## Pre-tax Health Savings Account

**Y**our investment amount is deducted from your paycheck and placed in your account prior to being taxed.



*If you want to increase your contribution for next plan year, Benefits Annual Enrollment will be mid-July to Mid-August (effective date 9/1/18)*

### IRS allowable amounts:

- 2018: \$3,450 for individual coverage and \$6,900 for family coverage.
- If you are 55 or older, you can contribute an extra \$1,000 every year.

**H.S.A. Bank Mobile APP** Download the H.S.A Bank Mobile App for free and securely check available balance in your account, plus 24/7 access for all your account needs.



**H.S.A.** funds can only be used to pay for "IRS qualified medical expenses."  
*(for list go to [www.irs.gov](http://www.irs.gov) or [hsabank.com/IRSQualifiedExpenses](http://hsabank.com/IRSQualifiedExpenses))*  
This includes medical, dental, and vision services.

**Unused funds** will **Roll Over** year to year. There's no "use it or lose it" penalty!



**@ age 65**, funds can be withdrawn for any purpose without penalty, but may be subject to income tax if not used for IRS-qualification medical expenses.



**H.S.A. Cards** can be used at the Mesquite Employee Health Center (MEHC). However, office visits and Rx's are full price until you meet your deductible.



If you leave the district **for any reason, take it with you.** This is your **H.S.A.**

**For more information, contact H.S.A. Bank(800) 357-6246 [www.hsabank.com](http://www.hsabank.com)**

**TAX Forms: You will receive the IRS Form 1099-SA and IRS Form 5498-SA either by mail or electronically. Also available online.**



## Mesquite ISD Benefits Office



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Mesquite, TX 75150

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Administrative Assistant*

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\*Visit the Mesquite ISD Benefits website for more information

[www.mesquiteisd.org](http://www.mesquiteisd.org)

Departments  
Benefits  
Additional Benefits Options