

HSA Things to know

Benefits Website

- HSA amounts on Benefits Website are your current Per Paycheck Amount.
- During your open enrollment elections, if it will not allow you to put in the amount you want contributed per paycheck, please contact Lindsey or Ashley so they can adjust it for you on the back end. The site unfortunately can't use the calendar year to determine how much you can contribute; it has to look at the plan year starting May 1st.
- You can adjust your monthly contribution at any time during the year by logging onto the benefits website and making the adjustment under the Changes Allowed Anytime box. It will take affect the following month.

Other Information

- MotivHealth's website calculates your HSA contributions. If you are enrolled in the Steps Program, get the Motiv University payment, or get any Smart Pay money for procedures or scans these amounts are added to your IRS maximum contribution along with the company's contribution. *It is your responsibility* to make sure you do not go over the IRS max.
- Your monthly HSA deposits will be made in advance for you by the 8th of each month. Then your first deduction to pay back the company will come out of your paycheck on the 20th and the second on the 5th of the following month.
- The company's HSA contribution will happen monthly at the end of the month for those currently employed at that time.
- *In December we will deposit ½ your monthly amount* that will come out of your Dec. 20th payroll so deductions and deposits will match for your W-2. Then in January we will deposit the second ½ that will come out of your January 5th payroll, along with a second deposit for your January contributions.
- If you want to max out your HSA contributions and need help calculating the per paycheck amount, contact HR for assistance. Remember that the company will be contributing to your HSA account each month. If you have maxed out your contribution before the end of the year, you will not get the company's contribution until January(new tax year). *It is your responsibility* to make any adjustments so you do not lose out on the company's contributions.
- Contact Lindsey Johnson or Ashley LeBlanc if you have any questions.
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