

Health Savings Accounts—For Participants in Qualified HealthFlex HDHP

Participants who choose a qualified HealthFlex high-deductible health plan (HDHP) have the option to contribute to a tax-advantaged health savings account (HSA). Personal HSA contributions can be deducted from your compensation on a pre-tax basis or may be contributed on an after-tax basis and mailed directly to the issuing bank (BNY Mellon for HealthFlex HDHP plans). HSA funds can be used to reimburse yourself for eligible health-related expenses.

An HSA is a triple federal tax-advantaged account when paired with an IRS qualified high-deductible health plan (HDHP):

1. HSA contributions are deductible from gross income.
2. HSA interest or investment earnings accrue tax-deferred.
3. HSA withdrawals are tax-free for eligible expenses.

An HSA can be used to pay for eligible health-related expenses that are not reimbursed through the health plan. Common eligible expenses include annual deductibles, co-payments, co-insurance, and other out-of-pocket expenses for medical and prescription drug services and eligible supplies, as well as eligible expenses related to vision, dental and behavioral health care. For some people, the HSA is an attractive offering because they can save pre-tax money for future medical expenses, including retiree health costs, while still being able to access at any time for eligible expenses.

HSAs can be a great tool for long-term, tax-advantaged health savings. However, they have unique rules, restrictions and tax implications. *If you are considering enrolling in a HealthFlex HDHP with HSA, please read this document carefully before electing your plan. You may also want to consult with a tax adviser.*

Note: HealthFlex HSAs are administered by WageWorks. Bank of New York (BNY) Mellon is the custodian for HealthFlex HSAs.

HSA Eligibility

You may be *eligible* to open and/or contribute to an HSA if you are enrolled in a qualified high-deductible health plan (HealthFlex H1500, H2000 or H3000).

Additional health-related reimbursement accounts (including spouse's accounts) must be limited to:

- Limited-use health care flexible spending account (FSA),¹ also called a medical reimbursement account (MRA)—*for dental/vision expenses only, until the IRS-defined deductible is met (i.e., \$1,300 for individual coverage; \$2,600 for family coverage in 2017)*
- Limited-use health reimbursement account (HRA)¹—*for dental/vision expenses only, until the IRS-defined deductible is met (i.e., \$1,300 for individual coverage; \$2,600 for family coverage in 2017)*
- Retiree HRA

¹The FSA and/or HRA will remain a limited-use FSA and/or HRA until you notify WageWorks that you have met the applicable IRS-defined deductible; then the FSA and/or HRA can be used for all eligible health care expenses. (2017 IRS-defined deductible: \$1,300 individual coverage/\$2,600 family coverage).

HSA Contribution Ineligibility

You are *not eligible* for HSA contributions if you fit any of these categories, and therefore should consider *not* selecting a HealthFlex HDHP:

- Covered under any health plan that is not a qualified HDHP (e.g., a spouse's plan)
- Claimed as a dependent on another individual's tax return
- Enrolled in Medicare, including:
 - Participating in the Medicare Secondary Payer Small Employer Exception (MSPSEE) program, or
 - Receiving Social Security retirement benefits, or
 - Enrolled in only Medicare Part A, or
 - Enrolled in Medicare due to disability
- Enrolled in Tricare

Additionally, you are not allowed to have either of the following if you have an HDHP HSA:

- Full-use health care FSA (must convert to *limited-use* health care FSA¹—*for dental and vision expenses only, until the IRS-defined deductible is met*)
- Full-use HRA (must convert to *limited-use* HRA¹—*for dental and vision expenses only, until the IRS-defined deductible is met*)

Full-use restriction also applies if your spouse has a full-use health care FSA and/or full-use health reimbursement account (HRA). The HSA is compatible only with a limited-use health care FSA¹ and/or limited-use HRA¹—for dental and vision expenses only, until the IRS-defined deductible is met. (Health care FSA is also called “medical reimbursement account” or “MRA.”)

Who Can Use the HSA Funds

According to the IRS, the HSA funds can be applied to eligible health care expenses incurred by:

- Primary participant (i.e., the clergyperson or lay employee, or, in some cases, surviving spouse or spouse in HealthFlex when clergy/lay employee is in a Medicare plan)
- Participant's spouse
- Participant's dependents under age 19 (or under age 24 if a student)

Note: *Eligible expenses incurred by an eligible dependent or a spouse may be applied to the primary participant's HSA—even if the dependent or spouse is not in the HealthFlex HDHP. Expenses for dependents over age 18 (or over 23 if a student) are not eligible, even if the dependent is in the HealthFlex HDHP.*

HSA Contributions and Limits

Your plan sponsor may contribute to your HealthFlex HSA at the beginning of the plan year. The contribution amount varies based on details such as the HDHP selected (H1500, H2000 or H3000*) and selection of individual or family coverage.

In addition, you can add your own contribution to the HSA through pre-tax payroll deductions, or by mailing personal contributions directly to the issuing bank (BNY Mellon) at any time during the year. Personal contributions to an HSA are completely optional.

The IRS determines maximum-allowed HSA contributions (i.e., contribution limits) each year. The annual contribution limits apply to *total HSA contributions*, which include plan sponsor contributions plus optional contributions you make to the HSA, plus any defined contribution (DC) “excess” contribution (if applicable—for HealthFlex Exchange participants only).

HSA annual contribution limits (for 2017)

- Individual coverage in HDHP: **\$3,400**
- Family coverage in HDHP: **\$6,750**
- Participants age 55 and older: eligible for **extra \$1,000** contribution for individual or family coverage (up to **\$4,400** individual or **\$7,750** family)

There is no limit on gains/losses in interest or investment earnings/losses.

Note: *If you and your spouse each have separate HSAs (including if you and/or your spouse have family coverage) the family contribution limit applies to both HSAs combined. However, if you and your spouse each have individual medical coverage, then the individual HSA limit applies to each of you.*

**H3000 does not have a plan sponsor contribution.*

To get an idea of the amount of your compensation you may want to contribute pre-tax to an HSA, begin with last year's medical, dental and vision expenses. Will any of these recur? If so, add them to your estimate. You may then want to consider what types of expenses you can anticipate for the coming year, such as new eyeglasses, and co-payments, co-insurance or deductibles under the HealthFlex plan design(s) you elect. You may also want to consider additional contributions to save for future health care expenses or retirement, since these funds will not be "lost" if not used each year. Using a HealthFlex limited-use health care flexible spending account for dental and/or vision expenses can also help you "save" more HSA contributions for the future and leverage additional tax-advantages. You may want to use the Coverage Advisor tool on WebMD to help estimate your expenses and how much to set aside. Remember: Your optional pre-tax contributions, your optional after-tax contributions plus any employer contributions or DC "excess" cannot collectively exceed the HSA contribution limit defined by the IRS. For further information regarding eligible expenses, please call WageWorks at **1-877-WageWorks (1-877-924-3967)** or go to **wespath.org**, log in to **HealthFlex/WebMD**, and select "**Reimbursement Accounts**" to reach the WageWorks web page.

Tax Implications

Please consult with a professional tax adviser for more information and specific questions.

- You are responsible for the accuracy of all tax reporting and information submitted to the IRS.
- Employer contributions and pre-tax employee contributions to an HSA that are deducted from the employee's salary using a Section 125 (cafeteria) plan are not taxable income.
- HSA contributions from your plan sponsor (employer) are not taxable and not included in gross income. Likewise, personal contributions made on a pre-tax basis are not included in gross income. However, both plan sponsor (employer) and personal HSA contributions must be reported in box 12 of your *IRS Form W-2* with a Code W.
- If HSA funds are used for non-eligible expenses, the amount used for non-eligible expenses is treated as taxable income and may be subject to a tax penalty (under age 65). Any penalty is paid with the IRS federal tax return; penalties are not administered by HealthFlex, WageWorks or BNY Mellon.
- "Excess contributions" are contributions to the HSA that exceed the allowable annual contribution limit; excess contributions may be subject to an IRS excise tax.
- To avoid paying an excise tax, you can withdraw the excess contributions plus any earnings by April 15 of the following year (i.e., the normal tax-filing deadline) and include this withdrawn contribution amount as "other income" on your tax return for the year excess contributions and earnings were withdrawn.

Rollover and Portability

- Unused HSA funds roll over year to year, with no limit on the amount rolled over or accumulated; any accumulated balance does not reduce eligibility for future year contributions.
- If you leave a HealthFlex HDHP [for example, you elect a HealthFlex consumer-driven health plan (CDHP) or leave HealthFlex altogether because you retire or cease working]:
 - You can no longer contribute to your HSA
 - Your plan sponsor will no longer contribute to the HSA
 - You do not lose the HSA balance accumulated to date
- The HSA balance is owned by you and cannot be forfeited.

For More Information

HSA rules are complicated, and have financial and tax implications. This document provides an overview of HSA rules and restrictions, but is not meant to be all-inclusive. Please consult with a tax professional for your specific questions and situation. For more detailed information about health savings accounts (HSAs), health reimbursement accounts (HRAs) and flexible spending accounts (FSAs), visit **www.irs.gov**.

You can also find much more detailed information about HSA eligibility, contribution limits and tax implications in the Bank of New York Mellon (BNY Mellon) *HSA Deposit Account Terms, Conditions and Disclosures*—available online through **wespath.org** (log in to **HealthFlex/WebMD** and select "**Reimbursement Accounts**" to reach the WageWorks web page).

If you decide to enroll in a HealthFlex HDHP with HSA, you may also direct questions about your HealthFlex HSA to WageWorks or BNY Mellon.

Details about interest/investment options, fees and interest rates can be obtained directly from BNY Mellon.

Helpful Reminders When Using Your HSA Account

1. HealthFlex and BNY Mellon require that you accept the HSA terms and conditions when enrolling in an HDHP with HSA. If you do not accept the terms and conditions, an HSA will not be opened for you and you will not receive any employer/plan sponsor contribution associated with the HDHP you elected.
2. Employer/plan sponsor funding is available in its entirety at the beginning of the plan year. Your personal contributions are available as they are withheld/contributed.
3. There are multiple ways to submit a request for reimbursement from your HSA through WageWorks:
 - “Pay My Provider”
 - “Pay Me Back”
 - “Pay by Debit Card”
 - Requesting a disbursement (“Pay Me”)—**Please note:** The Pay Me approach may be taxable if not associated with an eligible expense.
4. You can continue to request reimbursement in future years if you still have a balance, although no new contributions (participant or plan sponsor) can be added unless you are enrolled in a qualified HDHP.
5. You can withdraw funds from BNY Mellon and open an HSA with another institution. Coordination with other HealthFlex reimbursement accounts (e.g., limited purpose FSA paying first for dental and vision services) would no longer occur, and you could no longer access your HSA funds with your HealthFlex/WageWorks debit card. You are responsible for any taxes/penalties due to withdrawal of funds.
6. While you cannot change the pre-tax amount that you elected to contribute to your HSA via payroll deductions, you can always submit additional payments directly to BNY Mellon. Under limited circumstances, certain “change of status” events (such as marriage, divorce or birth of a child) may allow you to change your pre-tax contributions via payroll deductions through HealthFlex. Please contact the plan administrator or your plan sponsor for more information about change of status events.
7. Since pre-tax contributions made via salary deduction will reduce your compensation for Social Security tax purposes, your future Social Security benefits (based on compensation level) could be decreased.
8. Investment options available through BNY Mellon are not Wespath funds and are not subject to Wespath’s Sustainable Investment Strategies, meaning that the BNY Mellon funds will likely include investments in companies that manufacture products and/or provide services that are not aligned with United Methodist values. All investment options from BNY Mellon are subject to market risks. The value of HSA funds transferred to investment accounts may change daily based on fair market values, which means an investor may experience gains or losses. It is possible to lose money by investing HSA funds outside of the interest bearing account. BNY Mellon may also impose a management fee, which they must disclose. You are not required to invest your HSA funds and do so at your own risk.

Helpful Terms

CDHP	<i>consumer-driven health plan</i>
DCA	<i>dependent care account (i.e., dependent care FSA)</i>
FSA	<i>flexible spending account</i>
HDHP	<i>high-deductible health plan</i>
HRA	<i>health reimbursement account</i>
HSA	<i>health savings account</i>
MRA	<i>medical reimbursement account (i.e., health care FSA)</i>

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