

HEALTH SAVINGS ACCOUNT (HSA) OVERVIEW

GETTING STARTED WITH YOUR HSA



Access your account online to view current balance information, set up or update your profile, designate a beneficiary, view online statements, or manage your healthcare expenses. Simply log on to myCigna.com or download the myCigna mobile app¹. From myCigna, click on "Visit your HSA bank to manage your account", to link to the HSA Bank Customer Website.



You can designate an authorized signer at any time on the Member Website by simply navigating to the Profile tab, then clicking on "Add Authorized Signer²." By designating an authorized signer on your account, you authorize the designee as "Authorized Signer" to transact business with and give instructions to HSA Bank regarding your HSA.



Monitor your account! We encourage you to elect to receive statements, tax documents, notifications, and alerts electronically. The Statements & Notifications page on the Member Website outlines all the documents and notifications available. It is your responsibility to regularly review your account, and to contact us immediately if you notice any discrepancies in your account activity.

EASY WAYS TO USE YOUR HSA

1

Maximize your contributions: The more you contribute, the harder your HSA can work to save on taxes, reduce your healthcare costs and build savings for the future. It's to your advantage to contribute as much as you can, up to the annual maximum IRS limits. You can contribute to your HSA through a payroll deduction, online transfer, or personal check.

2

Use your HSA funds: You can pay for IRS-qualified medical expenses with funds from your HSA by using your debit card. You can also order checks (fees³ may apply) to pay for these expenses, or you can pay for part or all of them out-of-pocket and reimburse yourself via check or online transfer of funds. You cannot use funds from your HSA to pay for IRS-qualified medical expenses that occurred before the account was opened.

3

Self-directed Investments: You will have the opportunity to invest HSA funds in self-directed investment options. To be eligible to open a self-directed investment account you typically need to accumulate \$2,000 in your HSA. Visit the Member Website to learn more.



Together, all the way.®



FREQUENTLY ASKED QUESTIONS

Which expenses are considered IRS-qualified medical expenses?

Health insurance deductibles, co-insurance, prescriptions, as well as dental and vision care, are considered IRS-qualified expenses. For the complete list of these expenses, including many that aren't typically covered by health insurance, visit [irs.gov](https://www.irs.gov) or www.cigna.com/expenses.

How do I designate a beneficiary, and why is it important?

If you wish to designate a beneficiary, log into your account on the Member Website, and click on the "Profile" tab. Next, click on the "Add Beneficiary" button. You will then be asked to provide information about your chosen beneficiary, including his/her Social Security Number and birthdate. Complete the form and submit. By having a designated beneficiary in place at the time of your death, the assets of your HSA can be distributed according to the designation. If you die without having a valid beneficiary designation, your HSA will be distributed to your estate. If you designate a non-spouse primary beneficiary, you may be required to submit a beneficiary form with the notarized consent of your spouse.

What if I don't use all of my funds within the year?

Unused HSA funds roll over year to year; there is no "use it or lose it" penalty. Funds that are rolled over continue to grow and earnings are tax-free⁴. At age 65, in addition to enjoying the tax benefits of using your HSA funds for IRS-qualified medical expenses, you can also use the funds for any other purpose, on a taxable basis.

Am I eligible for the HSA and how do I close it if I'm not?

Not everyone is eligible for an HSA. There are a few questions for you to consider when determining if an HSA is right for you and your family. Some of these questions include: Are you enrolled in Medicare or Tricare? Are you claimed as a dependent on another person's income tax return? Do you (or your spouse, if applicable) have a health care Flexible Spending Account (FSA)? If you can answer 'yes' to any of these questions, you may not be eligible to contribute to an HSA. Please call HSA Bank at 844-650-8937 for more information or, if applicable, to request that your account be closed.

What is the maximum amount I can contribute?

The yearly amount you can contribute to an HSA is determined by federal regulation. For HSA contribution limits and catch-up amounts, go to the IRS website at www.irs.gov/publications/p969/ar02.html. You can also use the HSA Contribution Calculator on the HSA Bank Member Website to help you determine your maximum annual contribution.

Do I need to submit receipts for my IRS-qualified medical expenses?

No. You do not need to submit any receipts to HSA Bank or file any claims. Just be sure to use the money for IRS-qualified medical expenses and save your receipts for tax purposes. Using our online expense tracker, you can easily enter and track these expenses by securely uploading receipts and supporting documentation.

NEED ADDITIONAL ASSISTANCE?



Should you ever have any questions, or require assistance, we are here for you anytime - 24/7/365 - just call the number on the back of your Cigna ID card.

1. The downloading and use of the myCigna mobile app is subject to the terms and conditions of the app and the online stores from which it is downloaded. Standard mobile phone carrier and data usage charges apply.
2. Authorized signers must be 18 years or older.
3. For more information on HSA Bank fees, please refer to the Health Savings Account Fee and Interest Schedule.
4. Federal tax savings are available. State tax treatment may vary. HSA Bank does not provide tax advice. Please consult with your tax professional for tax-related questions.

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