MCA HSA SEPARATION TEMPLATE

Headline: **REMINDER: Access to your HSA post-employment**

As a participant in a MyChoice® Accounts Health Savings Account (HSA), we wanted to remind you that due to your separation from **Company,** you will still have access to your HSA via your benefits platform login at **Benefitsolver Platform Name/URL** and via the MyChoice® benefits app.

As a reminder, you can visit the [MyChoice Accounts website](https://www.businessolver.com/mychoice-accounts/) to learn more about what expenses are considered “eligible” for your account. Your HSA card is still active as long as you have an active HSA with MyChoice Accounts. If there is no activity (i.e. funds transfers, expenditures/card usage, contributions) on your account for two years, your account will become dormant. Should this occur, you will receive a letter from UMB advising of the updated status and the action needed to reactivate the account. If this occurs, contact UMB directly at 1**-866-520-4472.** If you have invested funds with your MyChoice Accounts HSA, those investments will persist until you sell/liquidate your investments or close your investment portion of your account.

**How to access your account post termination?**

You can continue to access the benefits portal for as long as you have an active HSA with MyChoice Accounts. This means you will have access to your balance and the ability to use your funds, submit requests for transfers/reimbursements. Log in using your current credentials to **Benefitsolver Platform Name/URL**. If you do not remember your credentials, select the Trouble Logging In option and use company key: **company key**.

**Options for porting your HSA funds**

An HSA is a personal bank account, and you choose where to maintain your HSA account. If you move to another employer with an HSA option and you enroll there, you may roll over your funds to the new employer’s administrator. You will want to use the new administrator’s “Trustee to Trustee” transfer form. It is a similar process as moving 401(k) funds. You may incur a nominal account closing fee in the process. Your HSA funds are not tied to **Company** and are yours to access. There is no expiration date on using your HSA.

**Need Further Assistance?**

If you have further questions on your HSA or need help accessing your funds, you can ask SofiaSM, your virtual benefits assistant, at any time via **Benefitsolver Platform Name/URL** or the MyChoice® benefits app. If she is unable to assist you, she will connect you with a live person who can.

As always, we thank you for being a MyChoice Accounts member and wish you luck in your next endeavors.

Best Wishes,

The MyChoice Accounts Team