

# Getting Started With Your Health Savings Account

## Your health savings account (HSA) has a lot of benefits.

You can use it for out-of-pocket medical, dental, and vision expenses, and it can help you achieve your financial goals.



## Advantages of your HSA



### Triple-tax savings

Employee and employer contributions are tax-free (contribute pre-tax through payroll or deduct at tax time), investments grow tax-free, and you can take out tax-free funds at any time to pay for or reimburse eligible out-of-pocket healthcare expenses.



### Build a safety net

HSAs are not “use-it-or-lose-it” accounts. Unlike flexible spending accounts (FSAs), unused HSA dollars roll over every year and continue to grow tax-free.



### Your HSA for life

Your HSA belongs to you, including employer contributions, even if you leave your job.

## Accessing and using your HSA is easy and convenient

You can log in to your online account or mobile app to:

- Check your balance
- Check if an expense is eligible
- Upload receipts or EOBs for tax purposes
- Enter, view, and pay expenses
- Contribute to your HSA
- View and manage investments
- Contact customer service

It's never too late to achieve financial security, especially since we're living longer lives than ever before. It's important to build your savings while you're still in the workforce. Savings goal calculators and easy-to-use tools can guide your goal-setting and decision-making.

## Make your HSA work for you

When you contribute and invest \$4,000 a year to your HSA, your account can grow to \$90,630 in 15 years and even to \$279,000 in 30 years!

*\*Based on an annual contribution of \$4,000, no distributions, and an annual ROI of 5%.*

## But wait, there's more!

The more you contribute to your HSA, the more you save on taxes. And, at age 55, you can contribute an additional \$1,000 over the IRS annual contribution limit.

# HSA Contribution Limits & IRS Regulations

The IRS sets the maximum dollar amount you can elect and contribute to a Health Savings Account (HSA). The **2022** annual contribution limit is:

Single coverage - **\$3,650**

Family coverage - **\$7,300**

Please note: If you're 55 years of age or older, you are eligible to make an annual catch-up contribution, which lets you contribute an additional \$1,000 on top of the above annual contribution limits.

## HSA IRS REGULATIONS

### Save on taxes 3 ways

The HSA is unique because it allows you to save on taxes in three ways.



The money you contribute



Your earnings from investments



Withdrawals for eligible expenses

These are all tax-free, making it a powerful savings and retirement tool.



### Funds availability and changing your election

HSA funds are available to spend, save or invest after they've been deducted from your paycheck and contributed to your HSA. You can adjust your payroll deductions or contributions at any time, no questions asked.

### Privately owned savings

The HSA is your privately owned savings account. Funds roll over year to year. And if you change employers, your HSA stays with you. There is also no requirement to submit receipts or substantiation for your qualified purchases.



405-341-7587 • [info@abplusonline.com](mailto:info@abplusonline.com)

# FAQs: Health Savings Accounts



## **Who is responsible for managing my HSA?**

As the account holder of your HSA, it is your responsibility to keep track of your deposits and withdrawals. You can always access your account online to view your transaction history, check your current balance and obtain statements for your records. You should always keep receipts of your qualified medical expenses.

## **Who is eligible to open an HSA?**

In order to open and fund an HSA, an individual must be enrolled in an HSA-qualified HDHP. To be eligible: you cannot be enrolled in Medicare or Medicaid, you cannot be claimed as a dependent on another person's tax return, you must be over the age of 18, and you cannot be covered by another insurance plan, unless it is another HSA-qualified HDHP.

**Can I combine a Medical Flexible Spending Account with my HSA?** No. If you actively contribute to an HSA, you become ineligible to participate in the Medical FSA. You may, however, participate in a Limited Flexible Spending Account, which covers vision and dental expenses only (if offered by your employer), to assist in building your HSA balance.

*If you are moving from a Medical FSA to an HSA plan, beware! There could be issues if your FSA plan has either a grace period or carryover feature. If your plan has the grace period, you must spend your Medical FSA balance in its entirety **before** the grace period starts. Otherwise, you are not HSA eligible until the 1st day of the month after the grace period ends. Likewise, if your plan has the carryover feature, you must spend your entire balance by the end of the plan year to be considered HSA eligible. Another remedy for anyone with a remaining balance is to forfeit the remaining funds by waiving participation in the Medical FSA at the end of the plan year to ensure a smooth transition to the HSA.*

## **Who may contribute funds to my HSA?**

You, your employer and/or any third party may contribute funds to your HSA, up to the maximum amount allowed by the IRS each year. You can only contribute funds to your HSA while you are covered under an HDHP. However, if you are no longer covered by a qualified HDHP or you enroll in Medicare, you may continue to draw down existing funds to pay for qualified expenses.

## **If I choose to contribute to my HSA each month, do I have to commit to a predetermined amount?**

No. You may contribute any amount you wish as frequently as you wish, up to the maximum amount allowed by the IRS each year. We offer a variety of ways to make contributions to your account, and we make it easy for any lifestyle.

## **Do I have to use the funds in my HSA each year?**

No. Your contributions will remain in your account until you are ready to use them –there is no annual requirement to “use or lose” your funds. You do not have to make withdrawals each year. Also, there is no time limit for reimbursement from an HSA. If you pay for a medical expense out-of-pocket, you can reimburse yourself! This is true for any medical expense incurred after you establish your HSA.

## **Can a husband and wife establish a “joint” HSA if they are covered under a family HDHP plan?**

No. HSAs are individually owned; joint accounts are not permitted.

Each spouse is permitted to open an HSA, but the combined contributions may not be more than the family contribution limit for the year.

# FAQs: Health Savings Accounts

## How much can I contribute to my HSA?

The maximum annual contribution for **2022** is:

- \$3,650 for an individual, *with individual coverage*
- \$7,300 for a family, *with family coverage*

Account holders over the age of 55 who have not yet enrolled in Medicare are eligible to make an additional \$1,000 “catch-up” contribution to their HSA. Please note that only one catch-up contribution is permitted per account per year.

## How much may I contribute to the account if I establish my HDHP after January 1st?

An individual or family enrolled in an HDHP effective January 1st, of any tax year, will be eligible to make a full HSA contribution for the year, without any restrictions.

An individual or family with a high deductible health plan as of December 1st may make a full HSA contribution for the year, as long as certain conditions are met. According to the 12-month testing period rule, “if you do not remain an eligible individual through December 31 (of the following year), any amount contributed in previous year that is more than the prorated share of the maximum amount allowed for the year, will be considered “income” for tax purposes and subject to a tax penalty”. The prorated share is determined by the number of months in which you were enrolled in an HDHP during the year.

**Example of the 12-month testing period rule:** An individual enrolls in an HDHP effective December 1, 2020, and is otherwise an eligible individual in that month. The individual is not an eligible individual in any other month in 2020. The individual can make an HSA contribution for 2020 as if he or she had been enrolled in the HDHP for all of 2020 (that is, he/she may contribute the full amount allowed for the year), as long as he/she remains in an HSA-qualified HDHP through December 31, 2021.

If the individual ceases to be an eligible individual (that is, if he/she ceases to be covered under an HDHP) before December 31, 2021, he/she would only be eligible to contribute a prorated portion of the maximum amount allowed for 2020, representing the month(s) the individual was enrolled in the HDHP in 2020. In this example, the individual would be eligible to contribute 1/12, or one month’s worth, of the maximum amount allowed.

If the individual contributed more than 1/12 of the maximum amount allowed, he/she would have to pay income taxes plus a penalty on the excess amount contributed in 2020.

## Can I use funds from my IRA to fund my HSA?

An individual may make a one-time contribution to an HSA of an amount distributed from an IRA. The contribution must be made in a direct trustee-to-trustee transfer. Amounts distributed from the IRA are not includible in the individual’s income to the extent that the distribution would otherwise be includible *see next page*

# FAQs: Health Savings Accounts

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in income. Such distributions from an IRA are not subject to the additional 20 percent tax on early distributions.

The amount that can be distributed from an IRA and contributed to an HSA is limited to the maximum annual contribution amount allowed by the IRS for individual or family coverage, whichever is applicable, under the HDHP at the time of the contribution. The amount that can be contributed to the HSA for the year is reduced by the amount contributed from the IRA. No deduction is allowed for the amount contributed from an IRA to an HSA.

An individual is allowed only one contribution from an IRA to an HSA during his or her lifetime. There is one exception to that rule: If the contribution is made during a month in which an individual has individual coverage as of the first day of the month and later that tax year he/she changes to family coverage, an additional contribution from an IRA to an HSA may be made once the individual has changed to family coverage. The additional contribution must be made during the same tax year as the first contribution, and the combined contributions cannot exceed the maximum annual contribution allowed by the IRS.

## **Now that I am eligible to carry my dependents up to age 26 on my HDHP, can I use my HSA funds to pay for their medical expenses?**

This is only true if the adult child is considered a dependent for tax purposes. The Patient Protection and Affordable Care Act states that an adult child need not be considered a dependent nor live in his/her parent's household in order to be covered by a parent's health plan. The IRS has not changed HSA requirements to coincide with the updated healthcare regulations. Parents may only use the HSA funds to pay for healthcare expenses of an adult child if that individual is listed on their tax return as a dependent. *Please note that an adult child may open their own Health Savings Account to take advantage of the same tax benefits, as long as they are covered by their own or a parent's HSA-qualified HDHP.*

## **How do I make withdrawals (or take distributions) from my HSA?**

You can make tax-free withdrawals (also known as distributions) from your HSA to pay for qualified medical expenses at any time during the year. When your account is opened, you receive a debit card for easy access to your funds. Other withdrawal methods include our funds transfer services where you can make disbursements directly to your checking or savings account as well as directly to a provider.

If you make withdrawals from your HSA for non-qualified medical expenses or other non-qualified expenses, the amount withdrawn will be subject to income tax and may be subject to an excise tax, as well. Be sure to track all of your withdrawals from your HSA so you can supply documentation of your expenditures, if required by the IRS. It is up to you to monitor the deposits and withdrawals made to and from your HSA.

## **How do I report HSA distributions on my tax return?**

How you report your distributions depends on whether you used the distribution for a qualified medical expense:

- If you use a distribution from your HSA for a qualified medical expense, you do not pay tax on the distribution, but you have to report the distribution on IRS Form 8889. Follow the instructions for the form and attach it to your IRS Form 1040.

# FAQs: Health Savings Accounts

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- If you use a distribution from your HSA for something other than a qualified medical expense, you must pay tax on the distribution and report the amount on IRS Form 8889. Follow the instructions for the form and attach it to your IRS Form 1040. You must also report the distribution on your IRS Form 1040 and pay an additional tax, unless you meet one of the exceptions established by the IRS. Contact the IRS or your tax advisor for more information on the exceptions.

## **What is the tax penalty for using HSA funds for non-qualified expenses, and how do I report it?**

The penalty levied on non-qualified HSA distributions (withdrawals taken before age 65 that are not for qualified medical expenses) is 20 percent.

Exceptions to the additional tax: There is no additional tax if you are disabled, age 65 or older, or die during the year. Once someone has reached retirement age of 65, they may use HSA funds for non-medical expenses, and the amount would only be taxed as income.

## **Have the limitations around over-the-counter drugs changed from previous years?**

Yes. Effective January 1, 2020, over-the-counter (OTC) medications do not require a written prescription. Plus, menstrual products are now considered an eligible HSA expense.

To find a complete listing of HSA-eligible medical expenses, please refer to our website at [www.advantagebenefitsplus.com](http://www.advantagebenefitsplus.com) or Publication 502 on the IRS website at [www.irs.gov](http://www.irs.gov)

## **Are health insurance premiums qualified medical expenses?**

No. In most cases, health insurance premiums are not qualified medical expenses.

## **Are there any exceptions?**

Yes. The following health insurance premiums are exceptions and considered HSA-qualified expenses:

- Premiums for COBRA health care continuation coverage
- Premiums for health coverage while an individual is receiving unemployment compensation
- Premiums for qualified long-term care insurance
- For individuals age 65 and older, premiums for Medicare Part A, Medicare Part B and a Medicare HMO, and the employee's share of premiums for employer-sponsored health insurance, including premiums for employer-sponsored retiree health insurance. Note that premiums for Medigap policies are not qualified medical expenses.



# Access Your Advantage Benefits Plus Account **Your Way!**

Log in to the Advantage Benefits Plus Consumer Portal

This one-stop portal gives you 24/7 access to view your benefits information and manage your accounts. It enables you to:

- ◆ *File a claim online* ◆
- ◆ *View account trends and track expenses* ◆
- ◆ *View up-to-the-minute account balances* ◆
- ◆ *Transfer funds directly from your HSA to your checking account* ◆
- ◆ *Report a lost/stolen card request a new one* ◆
- ◆ *Update your personal profile information* ◆
- ◆ *Invest pre-taxed funds with the app* ◆
- ◆ *Download tax info, forms and notifications* ◆

## HOW DO I LOG IN?

1. Go to [www.abplusonline.com](http://www.abplusonline.com).
2. Click the “Login” button in the top right corner and login as a Consumer.
3. Enter your login ID and password. (If it’s your first time logging in, please see below)
  - Username: Last name last 4 of SSN \*example: SMITH1234 (not case sensitive)
  - Password: Last 4 of SSN \*example: 1234 (case sensitive)
4. Click Login.

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*Get started with the Mobile App in minutes.*

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