



Maritz  
**HEALTHY YOU!**

# **Maritz Health Savings Account (HSA)**

**WEX Health, Inc.**

**January 1, 2024**



# Maritz Health Savings Account (HSA)

## Administered by WEX Health, Inc.

- Member Website is [benefitslogin.wexhealth.com](https://benefitslogin.wexhealth.com)
- If enrolled in the medical plan, must also elect HSA
  - Must be enrolled to receive Maritz contributions
  - If no employee contributions are desired, enter \$0 in that field
- Maritz contributions paid quarterly
  - Amount received each calendar year depends on number of full quarters enrolled and coverage tier elected
  - Deposited into your account within two business days after payday



## Maritz HSA Contribution Schedule

(Funds will appear in HSA account within 2-3 business days following dates listed below)

Employee Only Coverage	All Other Coverage Tiers	Contribution Dates (for those enrolled on 1 <sup>st</sup> day of quarter)	Retroactive Contribution Dates (for those making elections within 31 days of hire or mid-year status change effective retroactive to 1 <sup>st</sup> day of quarter)
\$125	\$250	January 15 (or first check in January for part-time employees)	February 15 (or first check in February for part-time employees)
\$125	\$250	April 15 (or first check in April for part-time employees)	May 15 (or first check in February for part-time employees)
\$125	\$250	July 15 (or first check in July for part-time employees)	August 15 (or first check in August for part-time employees)
\$125	\$250	October 15 (or first check in October for part-time employees)	November 15 (or first check in November for part-time employees)

***All new enrollments with effective dates after the first day of the calendar quarter will not be eligible to receive a Maritz contribution until the first payroll date of the next quarter.***



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- **For new enrollments to HSA**
  - Bank account opened in employee's name
  - US Patriot Act identity verification requirement
    - If name, address, or social security number sent to WEX from Workday is different than government database, WEX will ask you for additional documents. Examples are:
      - Name doesn't match name on Social Security card
      - Address doesn't match address on last tax return
    - Differences can occur following marriage or move if employee changes name or address in Workday, but not with Social Security or hasn't filed next tax return with new address yet
    - Must submit required documents within 60 days or account closed and all contributions returned



# Health Savings Account (HSA)

**Important Note** - You are not eligible to participate in the HSA if you have other medical coverage that is not a high deductible plan or if your spouse participates in a Healthcare FSA that is not a limited purpose FSA

- Includes Medicare Part A or B – **you must decline** both Part A and B in order to continue Maritz or employee HSA contributions
- Medicare may **incorrectly** try to tell you that you are required to take Part A
- If you do not decline or cancel the other insurance, you must contact the Maritz Benefits Department at 636.827.4088 so we can stop all HSA contributions
- Rule is not applicable if spouse is enrolled in a medical plan that does not qualify as a high-deductible plan and does not have a healthcare FSA through their employer
  - Employee allowed to contribute up to family limit if spouse enrolled on employee's medical plan



# Health Savings Account (HSA)

- Employee Contributions allowed in addition to Maritz contributions
- IRS contribution limits for 2024
  - \$4150 for Employee Only coverage on medical plan
  - \$8300 for all other coverage tiers
  - Additional \$1000 allowed if age 55 or over in 2024 (catch-up provision)
  - Limits are for Maritz and employee contributions combined
- Must have at least one family member on medical plan to contribute up to family limit
  - If employee only coverage, can use HSA funds to pay for family expenses even if not enrolled in Medical – just remember that lowers amount you have to pay for your own expenses
- Funds available as paid into account – full amount not available January 1



# Health Savings Account (HSA)

- HSA Contribution Changes allowed any time during the year – no status change required
  - Change in Workday > click on the Benefits & Pay Application and follow prompts
- Can increase contributions in anticipation of upcoming expenses
  - Lump sum increases out of one or more paychecks also allowed
    - Workday may not allow you to change (thinks you will exceed IRS limit by end of year) so contact Benefits Department at 636.827.4088 to have changed manually
- You choose how to use your funds
  - Medical, prescriptions, dental, or vision
  - Can use for eligible family members too
  - Remember, if used for dental, vision, or family members' expenses, that lowers amount you have to use for your own medical and prescription expenses



# Health Savings Account (HSA)

- Debit card provided for convenience of paying healthcare expenses
  - Show at local pharmacy to pay for prescriptions at time of service
  - Provide card number to Express Scripts for mail order prescriptions
  - Present card at provider's office (doctor or dentist) or write card number in credit card section of remittance copy of invoice and mail to provider's office
    - We recommend waiting until insurance has paid medical and dental claims before paying from HSA funds so you know exact amount you were responsible to pay and you don't overpay
    - Replacement or additional cards can be ordered from the WEX member website
- Option also available to request payment on the [benefitslogin.wexhealth.com](https://benefitslogin.wexhealth.com) site to be paid directly to provider or to reimburse you instead of using debit card





# Health Savings Account (HSA)

- No documentation required to validate claims
  - Must keep receipts in case of IRS audit
  - You are responsible for knowing what expenses are eligible
    - Go to [benefitslogin.wexhealth.com](https://benefitslogin.wexhealth.com) for complete list
    - If not yet enrolled, go to [IRS.gov](https://www.irs.gov) and search for Publication 502
- No deadline to submit claims
  - Only restriction is that account must still be open and have available funds



# Health Savings Account (HSA)

- Investment option for balances over \$1000
  - Can choose from mutual funds on the [benefitslogin.wexhealth.com](https://benefitslogin.wexhealth.com) site
  - Must keep \$1000 in account available for health care expenses
- Funds are never lost
  - Balances at year-end roll over to next year
  - If you cancel medical or leave Maritz, funds go with you
- Still have questions?
  - Call WEX at 866.451.3399 or
  - Maritz Benefits Department at [Benefits@Maritz.com](mailto:Benefits@Maritz.com) or 636.827.4088

