



Save time and effort

## Why is direct deposit right for me?

The answer is in the name! Reimbursements are directly deposited into your bank account. No more waiting for paper checks to be mailed or worrying about checks going to your old address. This makes it fast and easy to be reimbursed from your FSA and/or HRA for qualified out-of-pocket expenses.

### What do I need to do?

Once you register for your myHealthPartners account on [healthpartners.com](https://healthpartners.com), or on the **myHealthPartners app**, you will be able to easily set up your direct deposit. See just how easy it is with the steps below.

#### Go green with direct deposit

Direct deposit is free of charge and offers you convenient, immediate access to your FSA or HRA funds, without having to wait for the mail. Plus, switching to electronic deposits is one step toward greater environmental sustainability, too, helping reduce paper waste and our carbon footprint. You will have to pay a \$5 fee per check (deducted from your CDHP account), if you opt to receive paper check FSA or HRA reimbursements by mail.

## Step 1:

- Sign into **healthpartners.com**
- Go to 'My plan' at the top of the page
- Click on the 'Spending' drop down
  - » Click on 'Spending accounts'

## Step 2:

- Click on 'Health Flexible Spending Account (Health FSA)' or 'Health Reimbursement Account (HRA)' depending on which account you have.
  - » This opens a more detailed page
  - » Click on 'Direct deposit setup' on the right side of the page

## Step 3:

- Select 'Set up a new direct deposit'
  - » This should be selected when you open the form
- Complete the form
- Click continue

## Step 4:

- Review your information to confirm accuracy
- Click Submit

## Step 5:

- Once you receive confirmation the information was submitted – you are done!

## More information

If you need assistance with setting up your account, or want to know how paperless can help you – we're here to help! Call HealthPartners Member Services at **952-883-7000** or **866-443-9352**, Monday through Friday from 7 a.m. to 6 p.m. CT.

