

**IBEW/NECA SOUND & COMMUNICATIONS
HEALTH AND WELFARE TRUST FUND**



Dear Member:

Effective May 1, 2021, United Administrative Services will be taking over the administration of the IBEW/NECA Sound and Communications' HRA Plan from Navia Benefits Solutions. UAS will be using the Wex Health online platform. We are sorry that this change to the new platform has taken so long and hope that you will find the new platform easy and convenient.

To be able to make this change, there will be a blackout period on your HRA account from May 16-31, 2021. As of May 16th, you will no longer be able to use the Navia debit card or submit claims to Navia Benefits. You will need to hold onto your receipts during this time frame and submit them, via the website or mobile app, starting June 1, 2021 for processing. We are sorry for any inconvenience that this causes you.

You will be receiving a new debit card and have access to both online and mobile app options to submit your claims. Attached is more information on those services. Your new debit card should arrive at your home by the first week of June.

To set up your online services:

<https://uasbpppt.lh1ondemand.com>

Login: First Initial, Last Name, Last 4 of your SSN

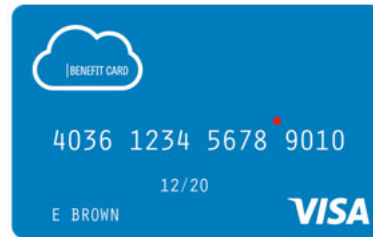
Temporary Password: SCOMM

You will be prompted to change your password when you login.

If you have any questions, please reach out to your UAS administrator, Shandy Grace at 408-288-4452 or sgrace@uastpa.com.

Plan Administrator

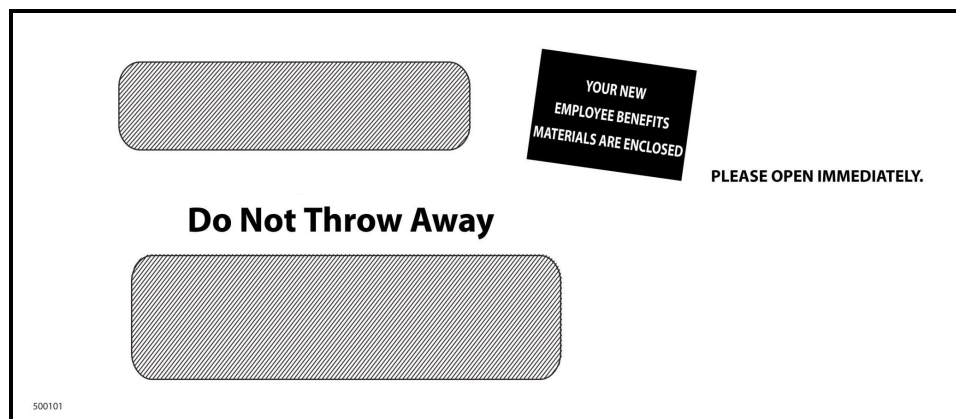
Important Information About Your **PREPAID BENEFITS CARD**



Congratulations Members

Since you've enrolled in the Health Reimbursement Account Program, you know the benefits of using these funds to pay for health-related, out-of-pocket costs not covered by your insurance.

We're now providing you with an easy way to access your Health Reimbursement Account. Within three weeks, you'll receive a UAS Payment Card at your home address for you and your family members to use. If you would like additional cards, you can order them online for an additional \$5 per card. The Card will arrive in a special envelope that looks like this – so please don't throw it out!



Your Prepaid Benefits Card is loaded with the current value of your HRA account (less any amounts currently pending reimbursement.) Using your Card helps you keep cash in your wallet and makes accessing your HRA funds easy. The Card can be used, instead of cash, to pay for qualified health care expenses such as:

- Prescription and health plan copayments, deductibles and coinsurance
- "Amount Due" on medical and dental statements
- Orthodontics
- Mail-order or online prescription invoices
- Vision services and eyeglasses
- LASIK surgery
- Eligible over-the-counter (OTC) items

You'll simply swipe your Card each time you incur a qualified health care expense and the amount of your purchase will be deducted from your HRA – automatically. You can also fill in your Card number on bills you receive from providers to pay the amount you owe. You'll have no claim forms to complete and you won't have to wait to get a check in the mail. You can check balances or account details anytime – online or with a quick phone call. It's that easy!

Remember, the Card will not work at gas stations or restaurants – only at health care related providers.

It's Important to Save Your Receipts!

Your Prepaid Benefits Card will definitely improve your cash flow. However, be aware that the IRS requires the Card be used only for eligible expenses. Most of the time, we can verify the eligibility of the expense automatically. Yet, there are instances when you'll receive a letter/notification asking you to furnish an itemized receipt to verify the expense. When you receive such a request, make sure you submit the receipts as soon as possible to avoid having your Card suspended until receipts have been submitted and approved.

What is an itemized receipt?

An itemized receipt must include: merchant or provider name, services received or item purchased, date of service, and amount of the expense. Cancelled checks, handwritten receipts, card transaction receipts or previous balance receipts cannot be used to verify an expense.

Using Your Card is as Easy as 1-2-3!

Look for additional information about how to use your new Prepaid Benefits Cards included with your card packet in the mail. We hope you enjoy this new exciting feature of your HRA!

Plan Administrator