



# HealthEquity® Health Savings Account (HSA)

HSA participants will receive a debit card. When your card expires (typically in three years), you will receive a new one if you remain enrolled in this benefit. Activate your account before using it for the first time by contacting Health Equity member services or visiting [HealthEquity.com](http://HealthEquity.com). Tip: ask for electronic statements to avoid a \$1 a month charge from HealthEquity for printed and mailed statements. If you need help, contact HealthEquity member services at 1-866-346-5800 (available 24/7) or visit [HealthEquity.com](http://HealthEquity.com) to register/log into your account.



## Health Reimbursement Arrangement (HRA) Flexible Spending Account (FSA)

Medical FSA participants will receive a debit card. When your card expires (typically in three years), you will receive a new one if you remain enrolled in this benefit. For help or to find out the balance of your HRA, Medical FSA, or Dependent Care FSA, visit [mycareflex.wealthcareportal.com](http://mycareflex.wealthcareportal.com), call 1-888-577-2762, or email [support@careflex.com](mailto:support@careflex.com).



**Legal services.** If you are a new member, MetLaw will mail you a welcome kit. For more information, visit [info.legalplans.com](http://info.legalplans.com) and enter access code: **Legal** or call the Client Service Center at 1-800-821-6400 Monday - Friday from 8am - 8pm (ET).



**Voluntary options for short-term and long-term disability, voluntary term life, critical illness, accident, and hospital indemnity.** Member Services is available at 1-800-523-2233 or at [TheHartford.com](http://TheHartford.com). Disability claims can be filed by calling 1-888-301-5615 (Policy # 886117).

**Need help?** Your benefits **HealthAdvocate<sup>SM</sup>** is available 24/7 to help handle any situation in a discreet and confidential manner. Call 1-866-695-8622, email [answers@HealthAdvocate.com](mailto:answers@HealthAdvocate.com), or visit [HealthAdvocate.com/members](http://HealthAdvocate.com/members).



Access to your essential benefits information is only a click away 24/7/365 with KELLY Services. Enroll and confirm benefit elections, print or request temporary member ID cards, designate beneficiaries, and access plan information at [KTBSonline.com](http://KTBSonline.com). Customer Services Team: 1-800-733-8166.

### Important Benefit Contact Numbers

|                                    |                            |
|------------------------------------|----------------------------|
| Aetna Medical                      | 800-962-6842               |
| Aetna Dental                       | 877-238-6200               |
| CareFlex (HRA, FSA or DepFSA)      | 888-577-2762               |
| Employee Assistance Program (EAP)  | 301-766-7600               |
| HealthAdvocate                     | 866-695-8622               |
| HealthEquity HSA                   | 866-346-5800               |
| KELLY Services (KTBSonline.com)    | 800-733-8166               |
| MetLaw                             | 800-821-6400               |
| RxBenefits                         | 800-334-8134               |
| Teladoc                            | 855-Teladoc (855-835-2362) |
| TransAmerica                       | 888-763-7474               |
| The Hartford (Policy #886117)      | 800-523-2233               |
| UNUM (Whole Life)                  | 800-635-5597               |
| VBA Vision (Group #9113)           | 800-432-4966               |
| Your Hearing Network (part of VBA) | 800-432-4966               |

**Questions? Need to make a change?** Please remember that you cannot change your pre-tax benefits (medical, dental, vision, HSA, or FSA) outside of Open Enrollment unless you experience a Qualified Life Event and notify me within 30 days of the event. Examples of Qualified Life Events include marriage, divorce, a new baby, involuntary loss of other coverage, changes in your spouse's employment status, and so on. If you're not sure whether or not you've had (or are about to have) a qualifying event, contact me and we can discuss.

Janis Williamson, HR Specialist  
301-797-2121 x2236  
[JLWilliamson@arcwc-md.org](mailto:JLWilliamson@arcwc-md.org)

Please review your **first pay statement** after your benefits become active to make sure benefit deductions are being applied correctly. Thanks!