

Medical Spending Account Information – WEX Health Transition

October 1, 2022

HSA and VEBA funds have transitioned to your new medical spending account administrator, WEX.

IMPORTANT: You must register for your WEX Account and accept the Terms and Conditions to activate your account. You will need to set up new credentials for WEX.

1. Log in to your online account at benefitslogin.wexhealth.com
2. Add your beneficiaries for WEX
3. Set up direct deposit
4. Sign up for text alerts and/or email notifications
5. Learn and manage your investments if applicable.

WEX Account Online Registration Video – [Click Here](#)

After registration is complete, you can download the WEX app on your mobile device.

Debit Card: When you start using your card, we encourage you to pay attention to your WEX account, confirm things are paying in the manner you expect and follow up with anything that WEX asks for.

- Important to remember that funds are accessed from your accounts in this order: FSA (Flex) then VEBA and lastly HSA. Reminder, you may or may not have all three accounts.
- When using the debit card, you may be asked to substantiate the charge. Documentation that will work best for substantiation is the Explanation of Benefits (EOB) from your medical provider or an invoice/billing statement that details the charges. If you are purchasing eligible over-the-counter (OTC) items from a pharmacy, the detailed receipt should be sufficient.
- Load your banking information so you can have a direct deposit from WEX for things you didn't use the debit card for. Banking information is accessed in drop down list under your name on the WEX user portal online.

VEBA Information: Those who have a VEBA, click on the "Manage my VEBA" Blue Box under the "I Want to" heading on your WEX home page to learn more information about your VEBA.

Saving or "Freezing" VEBA funds

- If you are making contributions to your HSA in 2022, your VEBA needs to be limited to dental and vision. Please talk with your human resources department for assistance.
- Some of you with VEBA accounts are saving the VEBA funds, and do not want those funds accessed once the FSA (flex) is exhausted. There is a form that needs to be completed and submitted to WEX. If you have a VEBA and HSA account with WEX, you will need to complete and submit the attached form.

HSA Beneficiary Information (for those with HSA accounts)

- As a reminder, beneficiary information did not transfer from Fidelity, you will want to update this at WEX for your HSA Accounts.
- HSA Beneficiary Instructional Video: [Click Here](#)

VEBA Beneficiary Reminders and Information:

Please wait on entering beneficiary information for your **VEBA** if the following are true:

- You are married. Your spouse is automatically your primary beneficiary.
- You are not married but have children under the age of 26. Your children are automatically beneficiaries.

(MHC is working with WEX to simplify the beneficiary process – more information to come)

However, if you are not married or do not have children under the age of 26, you need to log into WEX and name a beneficiary for your VEBA account as soon as possible.

- Log into WEX
- Click on “Manage My VEBA” – this will bring you to the BPAS website
- Click on “My Profile” and then the Beneficiaries Tab.
- Select – Certify that I am not married and click on NEW to enter a beneficiary.

Participant Customer Service Contact Information:

- customerservice@wexhealth.com
- 1-866-451-3399