

If you are participating on the MedSave 1 plan or MedSave 2 plan and have elected to contribute to a Health Savings Account (HSA) please determine which scenario below best suits you and follow the instructions to set up your account with Optum Bank.

I am a New HSA Participant with Helpside and Have Never Had an HSA Account at Optum Bank

1. Go to: <https://enrollhsa.optumbank.com/enrollment#/> and follow the steps on the screen. The online enrollment process takes approximately 10 minutes to complete. Once you begin the enrollment process, you must complete it before you log off. If you log off before you complete the enrollment process, none of your information will be saved.
2. Under Group number or financial advisor number enter **HB5426** to associate the account with Helpside. Without this information, we will not be able to make deposits into your account from your payroll deductions.
3. Once Helpside receives confirmation from Optum that the account is set up, deductions will start being taken from your payrolls and deposited into your account.

I am a New HSA Participant with Helpside and Have an Existing HSA With Optum Bank

1. Contact Optum Bank at 1-800-243-5543 or use their online chat feature at <http://www.optumbank.com> to request your current account with Optum be associated with Helpside's group. They will need the group number of **HB5426**.
2. Once you receive confirmation that has been updated, please contact Helpside at service@helpside.com or at 800-748-5102 to notify us that you've completed the association to Helpside.
3. Once Helpside receives confirmation from Optum that the account is set up, deductions will start being taken from your payrolls and deposited into your account.

I am an Existing HSA Participant with Helpside and Have an Account at Optum Bank

1. Enjoy the rest of your day, you're done.

Please Note:

HSA Elections are not active until there is an account at Optum Bank associated with Helpside.

Deposits are made once a week for deductions taken from paychecks the previous week.
