



Understanding Health Spending Accounts

Why a Health Spending Account?

A Health Spending Account (HSA) is a non-taxable, flexible option that allows employers to contribute towards employee medical/dental expenses. Health Spending Accounts help employers manage costs by capping the number of benefit dollars available each policy year.

Who is eligible?

All plan members are eligible for the HSA. HSAs offer a broader definition of eligible dependents compared to insured plans. Eligible dependents can include any blood relative, provided they meet the conditions established by the Canada Revenue Agency (CRA).

What expenses are covered under an HSA?

HSA funds can be used to reimburse a wider range of expenses* such as:

- Any medications dispensed by a pharmacist
- Medical Cannabis
- Medical equipment (i.e., wheelchair, crutches)
- Practitioners defined by the CRA
- Glasses or contact lenses
- Dental work including orthodontics
- Deductibles, co-insurance, or amounts in excess of insured plan maximums

*as defined by [CRA's guideline of Eligible Medical Expenses](#)

HSA Features

Carry Forward of Account Balances

Employers carry account balances forward for an additional 12 months. If after 24 months, an employee has not used the remaining balance year one, it will then be forfeited.

Prorating

Employers can elect to have new employee deposits prorated based on number of days left in the policy year.

Claims Submission

Claims should be remitted within the HSA policy year that they are incurred. Employees have a period of 30 days after the end of each policy year to submit expenses. Any claims received after this period are no longer eligible.



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Submitting a claim is easy with RWAM!

Electronic Submissions

When submitting a claim electronically via the RWAM Mobile App or the RWAM Plan Member Services website, follow the prompts to submit your claim and then indicate whether you would like any unpaid balance to be processed under your HSA by simply checking the selection box.

Pharmacy, Dental or Practitioner Submissions

If your Pharmacy, Dentist or Health Provider is submitting claims directly to RWAM electronically and you wish to have any unpaid balance processed under your HSA, you will need to submit that claim separately via the Mobile App or the Plan Member Website. Submit a photo of the receipt showing any unpaid balance and check the selection box indicating that you want the balance processed under your HSA.

Coordination of Benefits

Spouse has coverage

If you have coverage under two plans, claims should be sent to your respective plan first, then to your coordinating spouse's plan and finally, any remaining balances should then be submitted to your HSA. Children follow the standard guidelines of submission.

