Health Plan Enrollment

FOR EMPLOYEE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

DATE: \_\_\_\_\_\_\_\_\_\_

# Plan description

[INSERT COMPANY NAME HERE] offers its employees a group health plan through the Washington Healthplanfinder SHOP Exchange. We highly encourage employees to sign up for a high deductible health plan (HDHP) that can be paired with a health savings account (HSA). In addition, for all employees who choose to open an HSA to pair with their health insurance policy, [INSERT COMPANY NAME HERE] will make a $1,000 annual contribution to their HSA.

## How to sign up for our group health plan using Washington Healthplanfinder

1. Fill out our enrollment questionnaire (on the next page).
2. Shortly after you provide us with your completed questionnaire, we will send you an email with a link to complete your application to join the plan. Click this link and follow the instructions to create an account.

**Tip:** If you already have an existing account with WA Healthplanfinder, do not click the button that says “use my existing account” when prompted; instead, opt to create a new employee account.

1. Make sure when you browse for health plans, you pick a plan that you can pair with an HSA—that way you get the maximum tax benefit from your employer’s health plan.

## How to sign up for an HSA

1. Pick an HSA provider. Some popular options include [HSA Bank](http://www.hsabank.com/hsabank/members) and [Health Savings Administrators](http://healthsavings.com/).
2. Have information about your HDHP ready when you fill out the HSA application; your HSA provider might want the policy number for the HDHP the HSA will be paired with.
3. Once you have created an HSA account, let us know so we can make that employer deposit!

# Questionnaire

## Would you like to enroll in the company health plan?

* YES
* NO (if you check this box you do not need to complete the rest of the questionnaire)

## Do you smoke tobacco?

* YES
* NO

## Do you currently have an individual account with WA Healthplanfinder?

* YES (please indicate here what email you used to create the account:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_)
* NO