CareFirst BlueFund



EMPLOYER GUIDE HEALTH SAVINGS ACCOUNT (HSA)

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WELCOME

Welcome to BlueFund! CareFirst BlueCross BlueShield and CareFirst BlueChoice, Inc. (collectively, "CareFirst") have partnered with Further℠ to offer a health savings account (HSA). Further is one of the largest and most trusted HSA administration partners in the nation. CareFirst BlueFund health plans aim to make paying for healthcare easier for you and your employees.

ADVANTAGES OF THE BLUEFUND HSA

A BlueFund HSA plan is easy to implement and offers valuable benefits, including:

- **Extra savings**—An HSA allows employees to save on medical expenses tax-free, while employers save money with reduced payroll taxes.
- **Enhanced benefits package**—Benefit plans that include HSAs can help you attract and retain employees, as they are tax-advantaged accounts that can help with retirement planning.
- **Outstanding support**—You and your employees have access to excellent customer service support to ensure everyone gets the most out of their BlueFund HSA.

GETTING STARTED

You'll need to make some decisions about setting up your HSA. Further will send you an email with a plan design guide. Use the plan design guide to record your elected plan options, contact information, contribution method and banking information. This employer guide will help explain your options so you can complete the plan design guide and return it to Further at **carefirstsales@hellofurther.com**.

Once your plan is set up, you'll receive a welcome email with information about how to access and manage your account online, including:

- How to make contributions
- How to review plan information
- An overview of available reports

INFORMATION FOR YOUR EMPLOYEES

Once Further processes your plan design guide, it will take up to two weeks for your employees to receive their welcome kits and debit cards (if applicable). The employee welcome kit includes information about how to manage their BlueFund HSA at **carefirst.com/myaccount**. No action is required by your employees to open the account.

Please note: Any delay sending the completed plan design guide or other documents to Further will delay your employees' receipt of their information.

We're here for you

If you have questions, email us at **carefirstadvocate@hellofurther.com** or call BlueFund Customer Service at **866-758-6119**, Monday–Friday, 9 a.m.–6 p.m. ET.

PLAN SELECTION AND ENROLLMENT

SELECT YOUR HSA PLAN

The first step in completing the plan design guide is selecting the BlueFund HSA option that's right for your company. You may choose one of two options: Value (non-FDIC) and Select (FDIC).

Each account features:

- No fees for opening or closing accounts
- Online and paper account documents and tax statements
- No over-contribution fees
- Debit card with free replacements
- ACH or check contributions/withdrawals

Both plans have investment options, but only Select is FDIC insured. Further is certified as a non-bank trustee by the IRS.

On average, employees' HSA investment accounts have a balance of

$15,092

—a clear indication of why HSAs are a great employee retention tool.[1]

Plan feature	Value (non-FDIC)	Select (FDIC)
Interest rates	Higher rates	Lower rates
Investment options	Available	Available
FDIC insured	No, but Further is certified as a non-bank trustee by the IRS, which is similar to 401k and IRA administrators whose funds are not usually FDIC insured.	Yes
Deposit insured	No	Deposit insured up to $250,000

[1] Devenir Research 2016 Midyear HSA Market Statistics & Trends Executive Summary—released 8/16/2016. www.devenir.com/devenirWP/wp-content/uploads/2016-Midyear-Devenir-HSA-Market-Research-Report-Executive-Summary.pdf

CHOOSE YOUR CONTRIBUTION METHOD

Submitting payroll and contribution method information is easy. There are three options to choose from:

1. **Schedule your contributions from the CareFirst employer portal.** Log in to **employer.carefirst.com** and select from two options:
   - **Schedule an ACH pull.** With this option, Further will initiate a secure electronic transfer from your company's bank account to the designated employee's HSA account.
   - **Create and securely upload a contribution file directly into Further's system.** This data is then used to generate a secure ACH pull transaction.
2. **Secure file transfer with ACH pull.** This option allows a group to create and upload a contribution file to a secure site. An ACH pull will not be initiated unless a contribution file is received. Further will ask for information needed to set up this contribution method.
3. **Direct deposit/ACH push.** An ACH push is a customer-initiated transaction for an electronic transfer of funds. Further will ask for information needed to set up the direct deposit/ACH push option. Employees can also elect to use this method for additional individual contributions. You must initiate account funding through the standard electronic file format before each ACH transaction can occur (this is required if the electronic file option is selected).

Keep in mind

If you select contribution method 1 or 2 when completing the plan design guide, you must provide authorization to charge your bank account and banking information such as your bank name, account number, routing number and account type. This can be done directly on the plan design guide, and any future changes can be completed online through the CareFirst employer portal.

REVIEW YOUR PLAN INFORMATION

Once your plan information is available on the employer portal, please check it for plan accuracy and account types by clicking on the *Products* link found under the Group tab. If you have any questions, please contact BlueFund Customer Service at 866-758-6119, Monday–Friday from 9 a.m.–6 p.m. ET or email us at **carefirstadvocate@hellofurther.com**.

ONLINE ACCESS AND SUPPORT FOR YOU

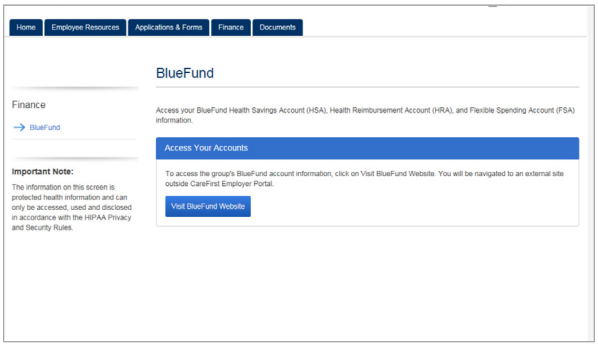
To manage your company's HSA account, visit CareFirst's employer portal at **employer.carefirst.com**. Here you'll get instant access to your account information and complete transactions online.

HOW TO ACCESS YOUR BLUEFUND ACCOUNT

- Log in to the CareFirst employer portal at **employer.carefirst.com**
- Click on the *Finance* tab, then click *BlueFund*
- Click *Visit BlueFund Website*
- Click *Sign In/Register* at the top of the screen
- Click *Employers*
- Click *Register* near the bottom of the page
- Follow the screen prompts

Once registered, you can:

- Manage your group profile
- View statistics on electronic claims and payments
- Access a full list of active members
- Assign and manage contacts—individuals within your organization with authority to access information about your accounts
- Submit contributions
- Run, download and print custom reports:
  - **Participant activity reports**—Summary and detailed reporting of all participants with account summary information
  - **HSA contribution reports**—Contributions by member, date and tax year
  - **HSA account number reports**—Account numbers required for an ACH push contribution



MANAGING ONLINE ACCESS TO YOUR BLUEFUND HSA

Initial access to your BlueFund HSA administration account is provided to your group administrator and firm executive, if applicable. You'll need to grant BlueFund permissions to any other individuals who may need it by updating their user profiles on the CareFirst employer portal.

Users may be given either *BlueFund Read Only* or *BlueFund Edit* access.

ONLINE ACCESS FOR YOUR EMPLOYEES

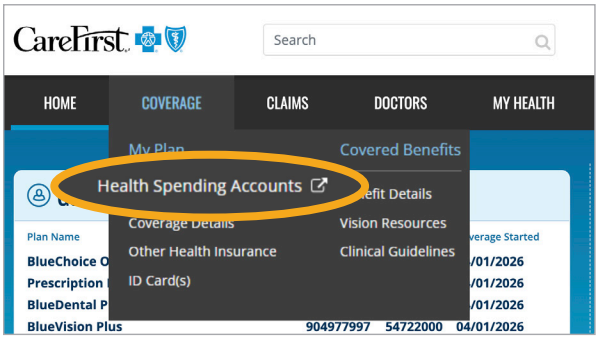
Your enrolled employees get so much more than a spending account with their CareFirst BlueFund HSA. They'll have access to tools and resources to help them make smart healthcare spending decisions. They can access their BlueFund HSA information by logging in to CareFirst's member portal at **carefirst.com/myaccount**.

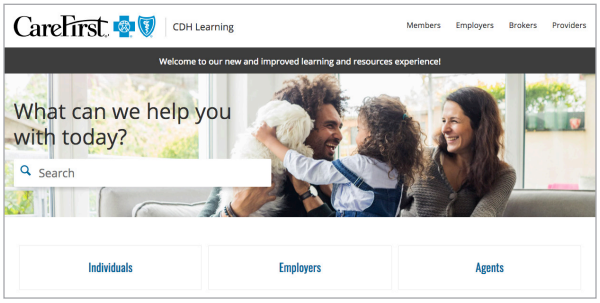
ONCE REGISTERED, EMPLOYEES CAN:

- View account balance and transactions
- Make withdrawals from their HSA account
- Make contributions to their HSA account
- Create and view a customized online statement
- Enroll in direct deposit
- Upload documents and receipts for reimbursement claims and tax preparation
- Request additional or replacement debit cards
- Make online payments to providers

The following account access instructions will be included in their welcome kit:

- Log in to **carefirst.com/myaccount**
- Enter the username and password
- Select the *My Coverage* tab
- Click on *Health Spending Accounts* and follow the prompts directed to the Further HSA administration portal





EDUCATION AND COMMUNICATION

CareFirst and Further collaborated to launch a dedicated website with educational materials for you and your employees. It can be found at **carefirst.learn.hellofurther.com** or by logging in to your BlueFund account and clicking the *Learn* icon in the employer portal.

Further will communicate directly with members, providing information about account statements, tax forms and use of the HSA. Periodically, employers will receive emails about important information and product features.

HSA PLAN LIMITS

The chart below lists the contribution limits, minimum deductibles and maximum out-of-pocket amounts.

As a reminder, HSA owners are responsible for ensuring they do not contribute more than allowed under Internal Revenue Service (IRS) rules. As the HSA custodian, it's Further's responsibility to make sure contributions do not exceed the statutory maximum contribution. This includes funding from all sources (employee payroll, employer payroll contributions and member contributions made outside of payroll).

HSA plans			
Contribution limits	**2026**	**2027**	**Change**
Individual	$4,400	$4,500	+$100
Family	$8,750	$9,000	+$250
55+ catchup contributions	$1,000	$1,000	No change
Minimum deductible			
Individual	$1,700	$1,750	+$50
Family	$3,400	$3,500	+$100
Out-of-pocket maximum			
Individual	$8,500	$17,400	+$200

HOLIDAY SCHEDULE

HSA plans			
Family	$16,600	$17,000	+$400

Holiday	Further holiday	Bank holiday	Market holiday
New Year's Day	X	X	X
Martin Luther King Jr. Day	X	X	X
Presidents' Day	X	X	
Good Friday			X
Easter Sunday	X		
Mother's Day	X		
Memorial Day	X	X	X
Memorial Day Weekend	X		
Father's Day	X		
Juneteenth	X	X	X
Independence Day	X	X	X
Labor Day Weekend	X		
Labor Day	X	X	
Columbus Day		X	
Veterans Day	X	X	
Thanksgiving Day	X	X	X
Day after Thanksgiving	X		Market closes at 2 p.m. ET
Weekend after Thanksgiving	X		
Christmas Eve	X		Market closes at 2 p.m. ET
Christmas Day	X	X	X
New Year's Eve	X		Market closes at 2 p.m. ET

Please be aware of upcoming bank and market holidays that could affect transactions.

- Payroll will not post on a bank holiday.
- Investment transactions will not post on market holidays.
- BlueFund Customer Service is not available on Further's corporate holidays.

Further is an independent provider of administrative services for CareFirst BlueCross BlueShield consumer-directed health care plans. HealthEquity, Inc., the owner of the Further business, is an IRS approved non-bank trustee providing HSA custodial services on behalf of CareFirst BlueCross to its members. HealthEquity Inc., on its own or through the Further business, does not sell BlueCross or BlueShield products.

CareFirst BlueCross BlueShield is the shared business name of CareFirst of Maryland, Inc. and Group Hospitalization and Medical Services, Inc. CareFirst of Maryland, Inc., Group Hospitalization and Medical Services, Inc., CareFirst BlueChoice, Inc., The Dental Network and First Care, Inc. are independent licensees of the Blue Cross and Blue Shield Association.

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