

Updates Coming to Check Reimbursements

We're Making a Small Change to Our Process When You Submit a Claim and Request a Check

Didn't use your benefit card and need to be reimbursed? We're making a small change to the way that your reimbursement will work if you request to be paid with a check. If your claim is less than \$25, we will now wait to send reimbursement until we receive additional claims that total at least \$25. If we don't receive any additional claims, we will send your reimbursement at the end of the plan's runout period.

There is no minimum amount required for reimbursement by direct deposit.

Sign Up for Direct Deposit

Sign up for direct deposit online through your HR Simplified account to get your reimbursements quickly. Follow the steps below:

1. Log in to your HR Simplified online account
2. Click the drop down next to your Username
3. Select *Profile* to view your personal information
4. Click the *Edit* button above the Reimbursement Method
5. Select *Direct Deposit*, and click *Save*
6. If you have not previously added your bank account information, you will be prompted to do so at this time. Enter your information and select *Save*.

If bank validation is required, you will be notified on your account to look for a small transaction or "micro-deposit" in your designated bank account in the next couple of days to enter online, which will validate your account.

Don't Forget, You Can Also Use The HR Simplified Mobile App to Submit Claims

Use the HR Simplified mobile app and your phone's camera to make submitting claims even easier. The app also allows you to:

- View account activity
- Catalog past and current receipts
- Enter your bank account for seamless transfers
- Check item eligibility



Why is Direct Deposit Better?

Faster Reimbursement.

Direct deposit is the fastest way to receive reimbursement. Payments made via direct deposit will usually arrive in 2-3 business days, while waiting for a check by mail could take 1-2 weeks.

It's Convenient. With direct deposit, there are no worries about mail delays or losing a paper check. Reimbursements are deposited directly into the bank account you specify.

It Saves Time. No need to run to the bank or stand in a line to deposit a check.

It's More Secure. Direct deposit is significantly more secure than a physical check. There's no risk of a digital check getting lost, stolen or even forgotten when it's deposited automatically.

Need help? Email questions to FSA@ascensus.com.

www.hrsimplified.com