



City of Springfield
Health Reimbursement Arrangement
Comprehensive A
January 1, 2024 – December 31, 2024

What is it?

- An HRA is a tax-free employer funded only health reimbursement arrangement managed by PacificSource Administrators.
- Your employer has established this program to assist employees in recovering a portion of their medical costs.
- You may request reimbursement for expenses incurred for yourself and any eligible family members.

How much?

HRA contribution:	Employer Contribution	Max Account Balance
Single Enrolled	\$1,200.00	\$1,200.00 plus any balance carried forward
Family Enrolled	\$2,400.00	\$2,400.00 plus any balance carried forward

How do I collect?

- Any claims for services between **January 1, 2024 and December 31, 2024** are eligible for reimbursement.
- Methods to submit for reimbursement:
 - Online Claim Submission through our PSAConsumer portal: <https://psa.consumer.pacificsource.com>
 - Submit your claim via our mobile app: myPacificSource Admin (PSA)
 - Fax reimbursement form & back up documentation to (866) 446-6090
 - Mail reimbursement form & back up documentation to: PO Box 2797, Portland, OR 97208
- Request for Reimbursement forms are available on the PacificSource Administrators website.
- An Explanation of Benefits from your Employer's major medical or other health insurance plan provider **must** accompany any Request for Reimbursement.
- Use your Pre-paid Benefit Card
 - Physician offices, including medical, dental and vision care
- **Note:** You must save all expense documentation per IRS rules.
- Unused balances will be carried forward into the new plan year.

PacificSource Administrators Claims Fax: Customer Service Phone: Customer Service Email: Web Address:	1-866-446-6090 1-800-422-7038 psacustomerservice@pacificsource.com www.PacificSource.com/PSA
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