GEHA.

HealthEquity®

QuickStart Guide — *Your GEHA Medicare Part B Reimbursement Account*

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REGISTER NOW

Visit **geha.com/MRA** and select "Register." You'll be taken to the HealthEquity portal where you'll need to answer a few questions and create a username and password.

QUESTIONS?

We can help. Talk to a trained expert by calling **844.768.5644**, available 24/7 with the exception of some holidays.

Welcome to HealthEquity.
Get reimbursed. Here's how.

Welcome to your GEHA Medicare Part B Reimbursement Account (MRA) program, powered by HealthEquity. Because you are a High Option member enrolled in both Medicare Parts A & B, GEHA has put tax-free money into your MRA to reimburse you up to **$1,000** for your Medicare Part B premiums.

Your MRA: the essentials

Your MRA was designed to be simple. To keep it that way, it's important to comply with the IRS regulations that govern the program. The following guidelines will help you avoid any inconvenience.

Your HealthEquity account. Each GEHA High Option plan member enrolled in Medicare Parts A & B can register their own account at **geha.com/MRA** by following the link to the HealthEquity portal. Each member should use their own information when submitting claims.

Know what expenses are eligible. Only Medicare Part B premiums paid by you are eligible for reimbursement from this account.

Proof of expenses. Examples of proof of premium payment include:

- ▶ Social Security "cost of living adjustment"(COLA) statement or annuity statement.
- ▶ Canceled check, copy of credit card statement or copy of bank statement. If you submit these documents, you must also submit a Medicare Part B premium bill that matches the amount paid.
- ▶ Make sure your documentation includes the following five pieces of information required by the IRS:

  - • Date of payment
  - • Detailed description
  - • Provider name (Medicare)
  - • Member name
  - • Proof of payment

Registering online

To submit your reimbursement request online, you must register and create an account with HealthEquity. You will also need an online account if you plan to download and use the HealthEquity EZ Receipts mobile app.

Visit **geha.com/MRA** and click on "Register." You'll be taken to the HealthEquity portal where you'll need to answer a few simple questions and create a username and password. You'll need a 4-digit ID code, which is the last 4 digits of your GEHA subscriber ID and can be found on your GEHA member ID card.

Your online MRA account allows you to view your most recent activity as well as:

▶ Update your account preferences and personal information.

▶ Set up direct deposit as your reimbursement preference using your bank name, routing number and account number.

▶ Manage your account while on the go via the HealthEquity mobile website.

Three ways to claim your MRA dollars

Online

1. If you have already created your HealthEquity account, go to **geha.com/HealthEquity**, log in to your account and click "Submit Receipt or Claim."

2. Fill in all the information requested on the form and submit.

3. Scan or take photos of your receipts, COLA and other supporting documents.

4. Attach supporting documentation to your claim by using the upload utility.

Fax or mail

If you prefer to submit a paper claim by fax or mail, you can download a Medicare Reimbursement Account claim form at **geha.com/MRA** and follow the instructions on the form for submission.

Submit your claim one of two ways:

▶ **Fax** to **877.353.9236**

▶ **US Mail:** Claims Administrator
P.O. Box 14053
Lexington, KY 40512

EZ Receipts® mobile app

1. Download the HealthEquity EZ Receipts mobile app from the App Store or Google Play – it's free.

2. Log in to your HealthEquity account and click "Submit Receipt or Claim" to file a claim.

3. Choose "Medicare Pay Me Back" claim type from the menu.

4. Enter some basic information about the claim.

5. Use your smartphone or mobile device's camera to capture the documentation.

6. Submit the image and claim to HealthEquity.

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