

## HSA Account Services

PNC Bank as Custodian



# Health Savings Account Investments

Your guide to unlocking the unlimited potential of your HSA

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## The Triple Tax Benefits of Your HSA

You've made the smart choice in selecting a Health Savings Accounts (HSA), now it's time to learn how you can truly maximize the opportunity that comes with this tax advantaged account.

With an HSA, you get the unparalleled benefits of triple tax savings on the dollars you contribute which include:

**1**

**Contributions are made pre-tax, lowering your overall taxable income.**

**2**

**Interest from income on an HSA account and investments is earned tax-free.**

**3**

**When used on qualified medical expenses, withdrawals are taken tax free.**

### Using Investments to Grow Your HSA Dollars

As highlighted above, one of the key benefits of an HSA is the ability for you, as the accountholder, to invest the dollars you contribute, growing the value of your account over time. In addition to the benefit of having more dollars to pay for healthcare costs in the future, it is also a great option for retirement savings either in place of or in addition to an IRA or 401(k).<sup>1</sup>

### HSA Investments Made Easy

Throughout this guide, we will show you how to begin investing your HSA and manage your investment account.

Key things you need to know as you begin:

- **Minimum Balance is Required:** With an HSA account balance over \$1,000, you can establish an investment account. Any funds above this threshold can be invested in this account.
- **Investments Are Self-Directed:** You control which funds you invest in.
- **Industry Leading Investment Solution:** Devenir is the advisor for your HSA investments, they have been a leader in HSA investments since they were first introduced.
- **Online Account Management:** You can manage your investments online via your HSA account (more details later).

### Getting Started

Now that we've covered the benefits of investing your HSA, it's time to begin! The following pages will help guide you through your account set-up, as well as provide tips on how to maximize your investment account.

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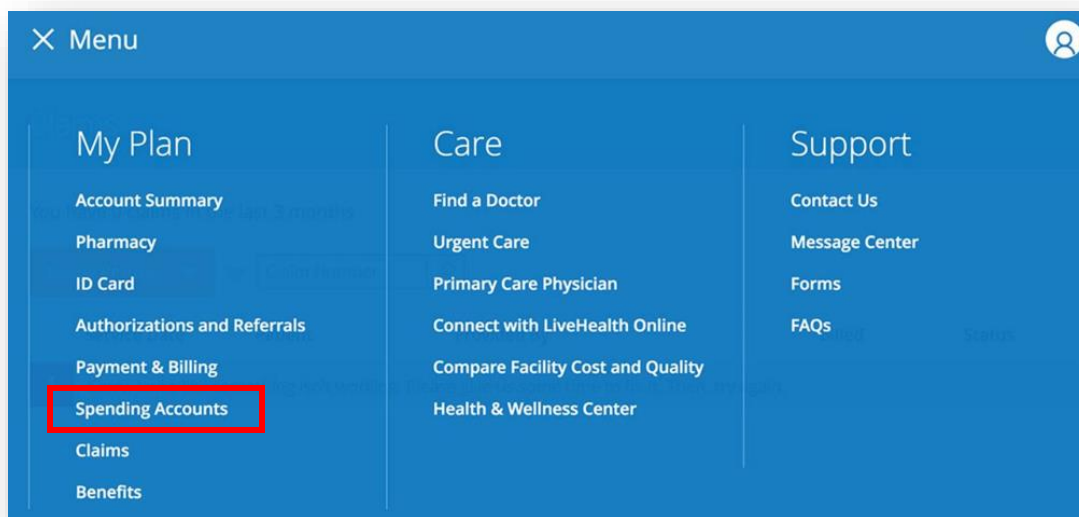
<sup>1</sup> Anspach, D. (2016, October 12). *HSA vs. IRA? You Might Be Surprised*. Retrieved from <https://www.thebalance.com/hsa-vs-ira-you-might-be-surprised-2388481>

## How To: Set Up Your Investment Account

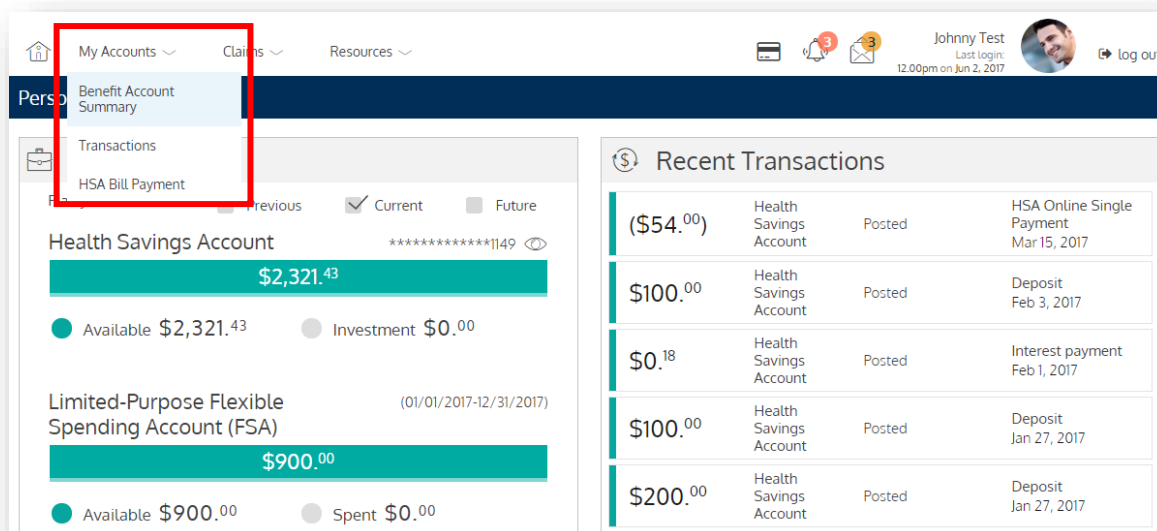
### Enrolling in an Investment Account

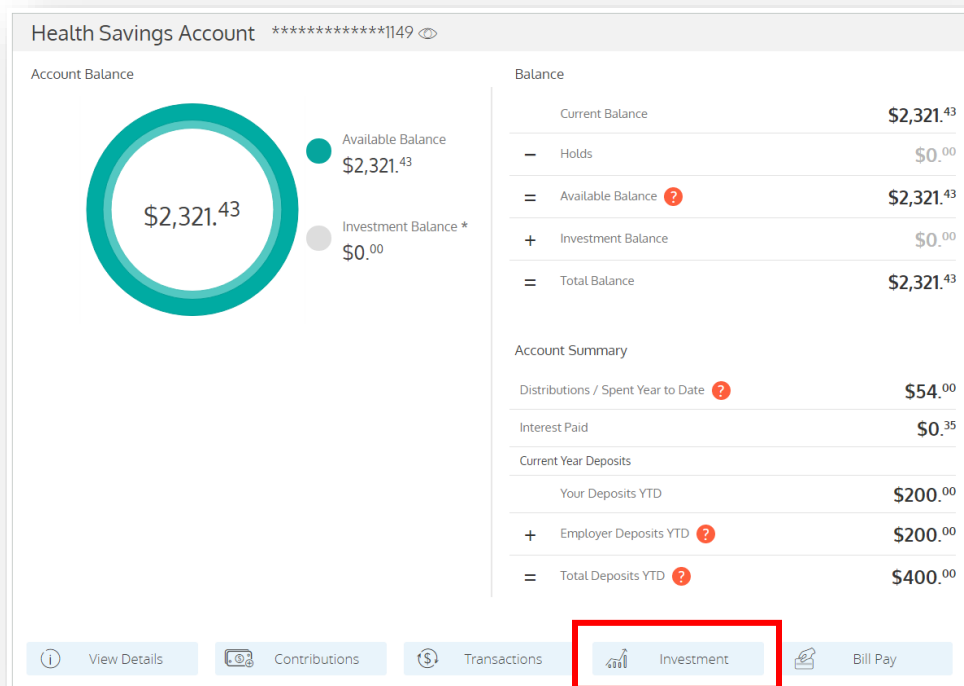
Follow the steps below to get enrolled in your HSA investment account.

- 1 Log into your health insurance provider's website (as shown on the back of your ID card).
- 2 Navigate to **Spending Accounts** under the *Menu* tab and click **Manage your account**.



- 3 Navigate to **My Accounts > Benefit Account Summary**.



4 Click on **Investment**5 Read the *Investment rules for your Health Savings Account* and click on **Apply For An Investment Account**.

HSA Investment

Investment rules for your Health Saving Account

	You must maintain this balance in your HSA in order to invest:	\$1,000.00
	Your current HSA balance:	\$2,321.43
	Transfers from your HSA to your investment account must be greater than or equal to:	\$1.00
	Once your HSA balance reaches this amount, you can begin investing:	\$1,001.00

**Congratulations!**

Congratulations. You are eligible to participate in the optional HSA Investment Account.

One of the many benefits of your enrollment in an HSA is that you have the option to invest any amounts greater than the Investment Threshold in a variety of mutual funds options. The Investment Threshold is established by the Administrator and trades may not occur for less than \$100.

Here's how to get started:

- 1) Apply for an HSA Investment Account online by Clicking the "Apply for an Investment Account" button below.
- 2) Complete the application steps by reading all disclosures and submitting your investment application.
- 3) Within 2-3 business days, your HSA Investment Account will be opened. You will be able to access your HSA Investment Account directly from this page.
- 4) Once your HSA Investment Account is established, set up your investment allocation model.
- 5) You will be able to transfer money from your HSA Cash Account to your HSA Investment Account directly from this page. Only amounts above the Investment Threshold can be transferred to investments. Trades may not occur for less than \$100.

Click the button below if you would like to establish an HSA Investment Account.

**Apply For An Investment Account**

6

Read the *HSA Investment Terms and Conditions*, check the confirmation box and click **Submit**.

Apply for an Investment Account

Mutual funds are selected by Devenir Investment Advisors, LLC. Devenir Investment Advisors, LLC is not an affiliate of PNC Bank. Shares of mutual funds are not deposits or obligations or guaranteed or endorsed by any bank, nor are they federally insured or otherwise supported by the FDIC or any other governmental agency, and may lose value. Investments in mutual funds involve risk. The prices of shares of mutual funds fluctuate and when redeemed, your shares may be worth more or less than their original cost to you. Please read your HSA Custodial Agreement and Privacy Policy and the HSA Investment Terms and Conditions shown below. Call HSA Account Services toll-free number at 1-855-424-7211 for more information.

In addition, please carefully read the applicable prospectus for each mutual fund before you invest or send money. The prospectuses contain more complete information on the mutual funds, including underlying fees, expenses, investment objectives and risks. Some funds may impose a redemption fee under certain circumstances.

PNC Bank, National Association has been selected by your Administrator to act as Custodian of your Health Savings Account and PNC Bank does not select the mutual funds available through your Administrator's platform.

PNC is a registered mark of The PNC Financial Services Group, Inc. ("PNC"). Bank deposit products for clients and/or customers are provided by PNC Bank, National Association, a wholly-owned subsidiary of PNC and Member FDIC.

Below is a list of the available mutual fund options for your HSA Investment Account and the HSA Investment Terms and Conditions that you must click and review.

- Consent to Electronic Communications
- Funds Listing
- ✓ [HSA Investment Terms and Conditions](#)

☐ I have read and agree to the HSA Investment Terms and Conditions and agree to accept all investment account documentation electronically.

I understand that mutual funds options:

- Are not deposits of, or guaranteed or endorsed by PNC Bank or any other banking institution
- Are not insured by the Federal Deposit Insurance Corporation ("FDIC") or any other government agency; and
- Involve investment risk including possible loss of principal amount invested


By selecting the check box above and clicking the "Submit" button below, I request that you establish an HSA Investment Account on my behalf so that I can choose to invest funds from my Deposit Account in accordance with the above requirements.




✓ SUBMIT

✕ CANCEL

- 7 The below screenshot will appear confirming enrollment. The application will process within 3-4 business days.

**HSA Investment**

 Investment rules for your Health Saving Account

	You must maintain this balance in your HSA in order to invest:	\$1,000. <sup>00</sup>	<p>Congratulations. You have successfully applied for an HSA Investment Account.</p> <p>Your HSA Investment Account will established within 2-3 business days. Once your HSA Investment Account has been established, please return to the "HSA Investment Account Screen" and click on "View/Trade Your Investments" button to set up your investment allocation model and select the funds in which you would like to invest. Please carefully read each prospectus before making your selections.</p> <p>Once you have set up your investment selections, return to the "HSA Investment Account Screen" if you wish to transfer money from your Deposit Account to your HSA Investment Account and click on the "Transfer Money to Investments" button.</p> <p>For information on setting up Auto-Sweep Transfers from your Deposit Account to your HSA Investment Account, please select the "Setup Automatic Transfers" button from the "HSA Investment Account Screen".</p>
	Your current HSA balance:	\$2,321. <sup>43</sup>	
	Transfers from your HSA to your investment account must be greater than or equal to:	\$1. <sup>00</sup>	
	Once your HSA balance reaches this amount, you can begin investing:	\$1,001. <sup>00</sup>	

## Setting Up Your Investment Plans

Follow the steps below to set-up your investments with our advisor partner, Devenir.


- 1 Click on **View/Trade** to setup account


Navigation: My Accounts ▾ Claims ▾ Resources ▾ Calculators ▾

psuemployee3  
Last login: 10:39am on Mar 6, 2017

log out

**HSA Investment**

 Transfer To Investments

 View / Trade

Investment Portfolio

Investment Allocation

## 2 Read the information presented on the next screen, then click **Enroll Now**.

Enrollment Progress: Start > My Information > My Investments > Finish

### Welcome to Online Enrollment

Welcome to the HSA Investment Account online enrollment process. After completing this enrollment process, please allow up to 24 hours before your investment account is ready to be accessed.

Money transferred into your HSA Investment account will initially be allocated into the funds you select on the next page. After selecting your initial investment elections, please click Next and if your investment elections are correct, click the **Enroll Me** button to complete the enrollment process.

To begin, please click the **My Investments** link below.

Note: If investment elections are not selected prior to money transferring into your investment account, the money will default to the money market fund. You will need to realign your money in the money market fund to other investments through the **Re-Allocate Portfolio** screen.

Step 1 [My Information](#) ☒  
Step 2 [My Investments](#) ☐

**Enroll Now**

## 3 Verify that your name, account number, address, and email are correct. Then click **Next**.

Enrollment Progress: Start > My Information > My Investments > Finish

### My Information

**My Information**

You may update your email address through this site. If any information is incorrect, please notify your HSA Benefit Administrator.

<b>My Name</b>	ALISA B PELLETIER	<b>Street Address (Line 1)</b>	45 SUMMIT DR.
<b>Account Number</b>	***-**-00005588	<b>Street Address (Line 2)</b>	
		<b>City/Town</b>	WALLINGFORD
<b>Email Address</b>	ALISA.PELLETIER@ALEGEUS.CO	<b>State/Province</b>	CT
<b>Confirm Email Address</b>	ALISA.PELLETIER@ALEGEUS.CO	<b>Zip/Postal Code</b>	06492

**Previous** **Next**

4

Nominate the percentage that you want to allocate to each investment funds. The allocations must total 100%.

Enrollment Progress: Start > My Information > My Investments > Finish

Create My Own Investment Portfolio (ALL SOURCES)

**Investing My Contributions**  
The percentages you select will apply to how future contributions are deposited to your investment account. These rates will not affect your balance in each investment.  
Click [here](#) for performance information on the funds that are available to you.

Investment Name	Links	Current Percent	New Percent	Excessive Trading Policy
BLACKROCK EQUITY DIVIDEND INV		0%	<input type="text"/> 0%	
FRANKLIN GROWTH FUND A		0%	<input type="text"/> 0%	
AMERICAN FDS INVNT CD OF AM F1		0%	<input type="text"/> 0%	(H)
DREYFUS OPPORT MIDCAP VALUE A		0%	<input type="text"/> 0%	
PIMCO STOCKPLUS SMALL FUND A		0%	<input type="text"/> 0%	
AMERICAN FUNDS NEW PRSPCTV F1		0%	<input type="text"/> 0%	(H)
FRANKLIN HIGH INCOME FUND A		0%	<input type="text"/> 0%	
PIMCO TOTAL RETURN A		0%	<input type="text"/> 0%	
MPS CONSERVATIVE ALLOCATION A		0%	<input type="text"/> 0%	
MPS MODERATE ALLOCATION A		0%	<input type="text"/> 0%	
MPS GROWTH ALLOCATION A		0%	<input type="text"/> 0%	
PIMCO GOVERNMENT MONEY MKT A		100%	<input type="text"/> 0%	
COHEN & STEERS REAL ESTATE SEC		0%	<input type="text"/> 0%	
JANUS HENDERSON VENTURE A		0%	<input type="text"/> 0%	(H)
LOOMIS SAYLES CORE PLUS BOND A		0%	<input type="text"/> 0%	
VANGUARD 500 INDEX ADMIRAL		0%	<input type="text"/> 0%	(H)
VANGUARD MID CAP INDEX ADMIRAL		0%	<input type="text"/> 0%	(H)
VANGUARD SMALL CAP INDEX - ADM		0%	<input type="text"/> 0%	(H)
VANGUARD TOTAL INTL STK INDEX		0%	<input type="text"/> 0%	(H)
<b>Total</b>		100%	0%	

**Trading Policy**  
Mutual fund companies may implement a trading policy in an effort to discourage short term trading. The trading policy may include the right of the fund company to reject future fund transfer purchase orders. The rights of shareholders to redeem shares of a fund are not affected by these trading policies. Investors should carefully consider information contained in the prospectus, including investment objectives, risks, trading restrictions, charges and expenses.

[Previous](#) [Next](#)

5

Once you have populated your percentage allocation, click **Next**.

6

If “My Information” and “My Investments” sections are correctly populated, click **Enroll Me**.

Enrollment Progress: Start > My Information > My Investments > Finish

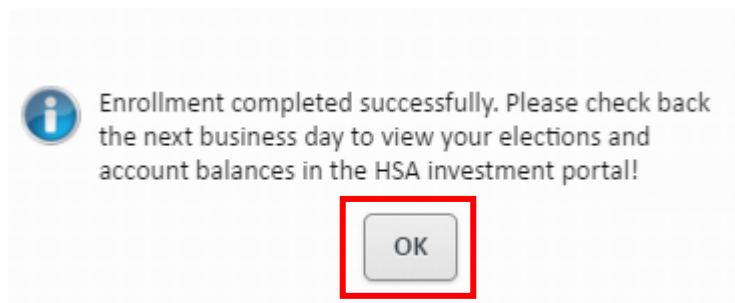
### Online Enrollment Summary

-Verify your selection in each section.  
-To make changes, select Edit.  
-Select Enroll Me to complete your enrollment.

<b>Edit</b>	My Information	Optional
<b>Edit</b>	My Investments	<div>(100%) PIMCO GOVERNMENT MONEY MKT A</div>
<b>Edit</b>	Realign Existing Balance (Optional)	
<b>Enroll Me</b>	I agree that my enrollment information is correct.	

7

A pop-up window will appear, click **OK**.



## Transferring funds from your HSA to Investments

Follow the steps below to begin funding your investments from your HSA account.

**1**

Once logged into your account, click **Spending Accounts** under the *Menu* tab > **Manage your account** > **My Accounts** > **Benefit Account Summary** > **Investments**. If a new window does not open automatically, check and disable your pop up blocker within the browser window.

Enter the amount that you want to transfer next to **Transfer Amount**. Then click **Submit**.

Transfer to Investments

Balance

\$2,000.<sup>00</sup>

Maintain Balance

\$1,000.<sup>00</sup>

Pending Transfers

\$0.<sup>00</sup>

Available to Invest

\$1,000.<sup>00</sup>

Minimum Investment Amount

\$100.<sup>00</sup>

Maximum Investment Amount

\$100.<sup>00</sup>

Available to Invest is the maximum you can invest due to the minimum balance requirements.

Please specify the amount you would like to transfer from your Deposit Account to your HSA Investment Account.

• Transfer requests submitted before 1:00 p.m. ET on Active Trading Days will be processed on the next active Trading Day.

i

Important: Once you submit your transfer request, the amount specified cannot be edited or deleted. Please be sure to enter transfers only once and verify the amount prior to submitting. You understand that investments in mutual funds are not deposits of, or guaranteed or endorsed by PNC Bank or any other banking institution, are not FDIC-insured and are not insured by any other governmental agency; and involve investment risk including possible loss of principal amount invested.

\$

Transfer Amount \*

✓

SUBMIT

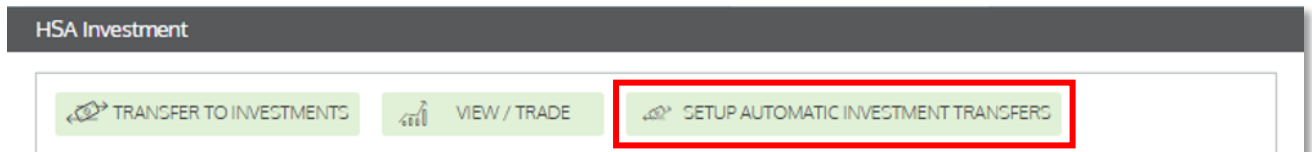
✕

CANCEL

### Setting up Automatic Transfers

Another option for transferring money to your investment account, is setting up automatic transfers. This is a convenient way to transfer money to your investment account, while maintaining a balance in your HSA bank account that you set.

- 1 Once logged into your account, click **Spending Accounts** under the *Menu* tab > **Manage your account** > **My Accounts** > **Benefit Account Summary** > **Investments** > **Setup Automatic Investment**



- 2 Enter the balance you would like to keep in your HSA bank account and the minimum amount you would like to transfer to your investment account. Check the box to confirm this information and click **Save**.

Setup Automatic Transfer to Investments

When enabling automatic transactions to investments, you are required to maintain at least \$1,000.<sup>00</sup> in your cash account and the minimum amount which can be automatically transferred is \$100.<sup>00</sup>. You have the option to set amounts equal to or greater than these amounts:

\$

How much would you like to keep in your cash account? \*

\$ 1,000.00

\$

What's the minimum amount you would like to transfer? \*

\$ 150.00

I understand that once my account reaches or exceeds \$1,000.<sup>00</sup>, we will automatically transfer amounts above \$150.<sup>00</sup> amount to your investment account. This transfer will be performed at most once a day based on your end of day balance

Click Save to accept these settings.

✓

SAVE

✕

CANCEL

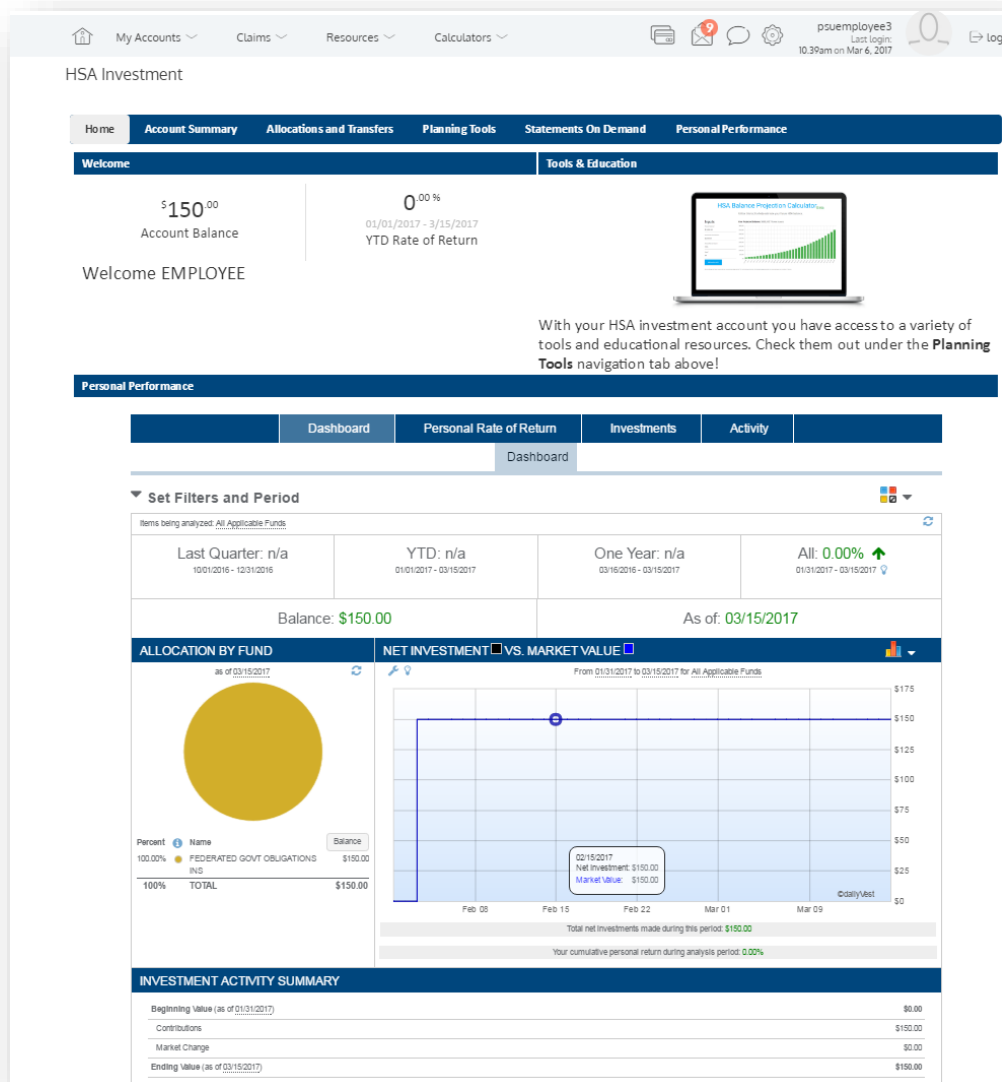
## How To: Maximizing Your Investment Account

### Homepage & Investment Summary

Reference the below information when using your account to unlock its full value.

### Navigating the Homepage

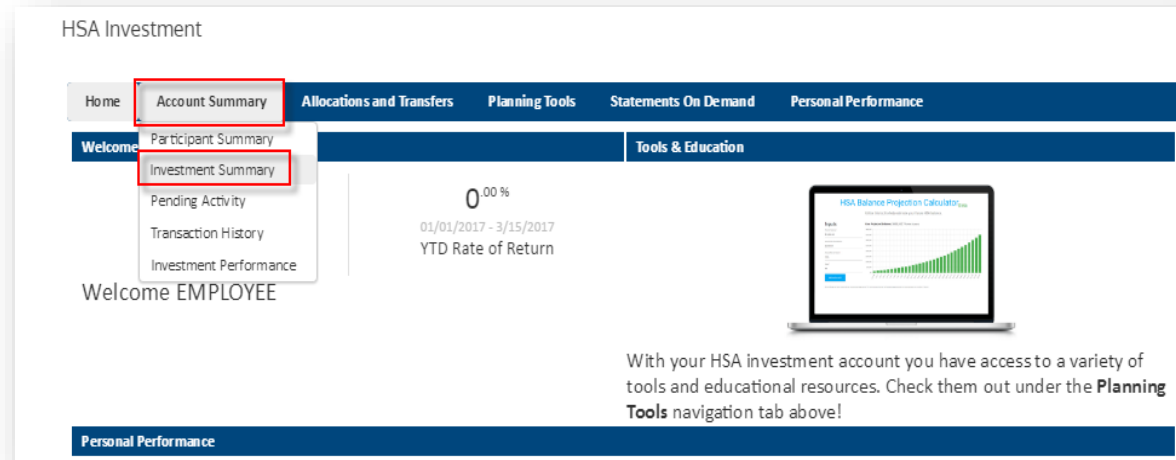
Here is where you will land each time you access your HSA investment account. From here, you can navigate to see investment summary, adjust allocations, monthly statements and more.



## Viewing Your Investment Summary

Go to **Account Summary > Investment Summary**

This page lists the details around each of your investments, including balances by fund, election %, and portfolio %, units, and price.

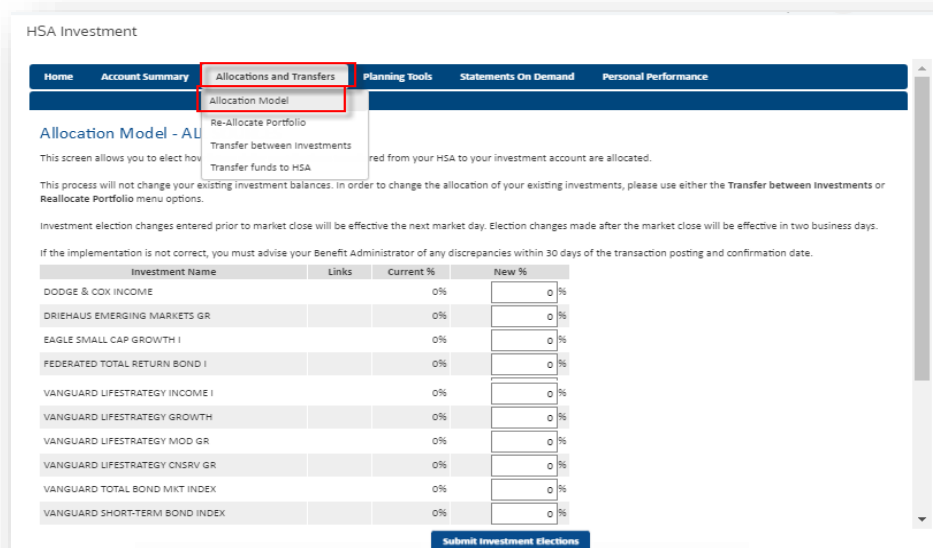


## Allocations and Transfers

Reference these tips when looking to transfer or allocate your investment dollars.

## Updating Your Investment Elections

To update your elections for future investment transfers, go to **Allocations and Transfers > Allocation Model**.



## Re-Allocating Your Portfolio

**Allocations and Transfers > Re-Allocate Portfolio**

This page allows you to re-allocate existing funds. You can put the new percentages in the **New %** column to re-allocate their current positions.

HSA Investment



Home Account Summary **Allocations and Transfers** Planning Tools Statements On Demand Personal Performance

Allocation Model

**Re-Allocate Portfolio**

Transfer between investments

Realignments - ALL SC

Investment Name	Links	Balance	Current %	New %	Contingent Redemption Fee	Trading Policy
VANGUARD 500 INDEX ADMIRAL		\$0.00	0.00%	<input type="text" value="0 %"/>		<a href="#">CRF</a>
VANGUARD SMALL CAP INDEX ADM		\$0.00	0.00%	<input type="text" value="0 %"/>		<a href="#">CRF</a>
VANGUARD MID CAP INDEX ADMIRAL		\$0.00	0.00%	<input type="text" value="0 %"/>		<a href="#">CRF</a>
VANGUARD SHORT-TM GOVT BD IDX		\$0.00	0.00%	<input type="text" value="0 %"/>		
VANGUARD EMERGING MKTS STK IDX		\$0.00	0.00%	<input type="text" value="0 %"/>		<a href="#">CRF</a>
VANGUARD DEVELOPED MKTS IDX AD		\$0.00	0.00%	<input type="text" value="0 %"/>		
VICTORY MUNDER MID-CAP CORE GR		\$0.00	0.00%	<input type="text" value="0 %"/>		
WILLIAM BLAIR SMALL CAP VALUE		\$0.00	0.00%	<input type="text" value="0 %"/>		
FEDERATED GOVT OBLIGATIONS INS	 	\$150.00	100.00%	<input type="text" value="0 %"/>		
MFS MID CAP GROWTH I		\$0.00	0.00%	<input type="text" value="0 %"/>		
IVY INTERNATIONAL CORE EQ I		\$0.00	0.00%	<input type="text" value="0 %"/>		
Total						

**Contingent Redemption Fee** – A contingent redemption fee is a fee that some funds charge their shareholders when they redeem their shares within a specified period of time. The fee is meant to discourage short term trading. A redemption fee is typically used to defray fund costs associated with a shareholder's redemption. Investors should carefully consider information contained in the prospectus, including investment objectives, risks, trading restrictions, charges and expenses.

**Trading Policy** – Mutual fund companies may implement a trading policy in an effort to discourage short term trading. The trading policy may include the right of the fund company to reject future fund transfer purchase orders. The rights of shareholders to redeem shares of a fund are not affected by these trading policies. Investors should carefully consider information contained in the prospectus, including investment objectives, risks, trading restrictions, charges and expenses.

☐ I understand that at least one of the funds I am transferring to may be subject to a Contingent Redemption Fee. For a list of investments in your plan that are subject to CRF, [click here](#)

**Submit Realignment**

Transferring funds between investments.

### Allocations and Transfers > Transfer between investments

Choose this option if you would like to move money between your available mutual funds.

HSA Investment

Home Account Summary **Allocations and Transfers** Planning Tools Statements On Demand Personal Performance

**Transfer between investments**

Allocation Model  
Re-Allocate Portfolio  
**Transfer between Investments**  
Transfer funds to HSA

**Transfer -**

This page allows you to move dollars from one mutual fund investment to another mutual fund investment available in your account.

In order to change the allocation of your future contributions, please refer to the Allocation Model menu option.

Mutual fund transfer orders must be entered at the close of market, generally 4:00 p.m. ET, on any active trading day for same day execution. It is your responsibility to check and make sure your instructions are properly executed by regularly reviewing your accounts and electronically printing your confirmations at the time you submit transactions. If the implementation is not correct, you must advise your Benefit Administrator of any discrepancies within 30 days of the transaction posting and confirmation date.

- Select a transfer type from the list below...
- Select a fund to transfer money from...
- Enter the amount/percent you would like to transfer...

**Transfer Type**

☐ Dollar to Dollar  
☐ Dollar to Percent  
☐ Percent to Percent

**Funds/Balances**

Investment Name	Balance	Contingent Redemption Fee
FEDERATED GOVT OBLIGATIONS INS	\$150.00	

**Transfer Amount**

**Contingent Redemption Fee** – A contingent redemption fee is a fee that some funds charge their shareholders when they redeem their shares within a specified period of time. The fee is meant to discourage short term trading. A redemption fee is typically used to defray fund costs associated with a shareholder's redemption. Investors should carefully consider information contained in the prospectus, including investment objectives, risks, trading restrictions, charges and expenses.

**Continue**

Transferring funds to Your HSA

### Allocations and Transfers > Transfer funds to HSA

You can also transfer an amount back to your HSA. The system will sell mutual funds up to the amount entered in the Transfer Amount field. The mutual funds will be sold according to the existing allocation model percentages.

HSA Investment

Home Account Summary **Allocations and Transfers** Planning Tools Statements On Demand Personal Performance

**Transfer funds to HSA**

Allocation Model  
Re-Allocate Portfolio  
Transfer between Investments  
**Transfer funds to HSA**

**Transfer to HSA**

Use this feature to transfer money from your investment account to your HSA deposit account. Funds entered on an active trading day by 4:00 p.m. ET will be processed same day. Funds entered after 4:00 p.m. ET will be effective the next active trading day.

Liquidations from your investment account for distributions to your HSA deposit account will be liquidated proportionally based on your current asset model (Re-Allocate Portfolio page). Funds will be transferred by ACH from your investment account to your HSA deposit account by the 3rd business banking business day (Example: liquidation entered before 4:00 PM ET on Monday, will see funds in HSA deposit account Wednesday morning - as long as there are no bank holidays in between).

**Transfer Information**

Transfer Information	
<b>Transfer Amount</b>	<b>Reason and Payment Method</b>
<input type="text"/>	Reason for Transfer <input type="text"/>
	Transfer Method <input type="text"/>

**Submit Request**

## Account Statements on Demand

Investment account statements are separate from HSA statements. You will be notified by email when your monthly statement has been posted each month.

### Monthly Statements

To view your monthly statements, go to **Statements On Demand > Monthly Statements**.

HSA Investment

Home Account Summary Allocations and Transfers Planning Tools **Statements On Demand** Personal Performance

eStatements Monthly Statements Custom Period Statement

Your available eStatements are listed below.

Click on a statement name to view the document

You do not have any eStatements available at this time.

### Custom Period Statement

You may also generate a statement for a particular date range by selecting **Statements On Demand > Custom Period Statement**.

HSA Investment

Home Account Summary Allocations and Transfers Planning Tools **Statements On Demand** Personal Performance

Custom Period Statement Monthly Statements Custom Period Statement

**Generating a Statement**

This feature allows you to view and print a customized statement of your HSA Investment Account activity.

Select Date Range

From Date 3/16/2017

To Date 3/16/2017

Generate

## Frequently Asked Questions

### How often are investment fund performance results updated?

Performance is updated on a monthly basis and is available on the [Devenir website](#). You can also link to quarterly performance updates within the member website online resources for HSAs.

### How long does it take to transfer money?

It takes 3-4 business days to transfer money to/from your investment account. During the transfer process the elected funds will not show in your HSA. Once the transfer is complete, they will show in your investment summary.

### How can I access my investment account?

You can access your investment account directly from your online HSA account.

### Can I go below the \$1,000 threshold in my HSA?

Yes, however you cannot put more money into your investment account until your HSA account balance is above the \$1,000 threshold. Keep in mind that when funds are transferred to your investment account, the amount of the transfer cannot bring the balance of your HSA below your investment threshold.

### Can I use my Investment funds to pay for qualified medical expenses?

Yes, but the money from your investment account will need to be transferred back to your HSA account to pay for qualified medical expenses.

### What does “Self-Directed” account mean?

Self-Directed means that neither the banking partner nor the investment partner can provide investment advice such as which funds to pick. If you are seeking investment advice, utilize online resources or consult an investment professional.