

# HRA – Health Reimbursement Account

## How do I get the money?

You save all your Explanation of Benefits (Account Summary) from your insurance company. Submit them to Navia Benefits (fax, email, upload through their app) with the HRA Claim form. Not sure how? Bring them to Human Resources, and we can help you file your claim.

## Is there a deadline?

**Yes.** The plan year is July 1 – June 30. You can file anytime during the plan year, and you have 90 days after (September 30<sup>th</sup>) to apply for reimbursement.

## Are there other ways to save?

**Yes!** If your out-of-pocket costs go over \$1,000 for one person or \$2,000 for the family, the Town will pay anything over that. This includes deductibles, copayments and prescription drug copayments.

## How do I know if I qualify?

Call Human Resources. They can help you sort out the paperwork and see if you meet the criteria for any type of reimbursement.

## Not sure what to do with it all?

Bring your paperwork to Human Resources. We can walk you through filing the paperwork.

## Who can I call with questions?

Human Resources – Town 781-316-3120

Human Resources – School 781-316-3497

## Where do I submit my claim?

All claims can be submitted to Navia Benefit Solutions for reimbursement.

[www.NaviaBenefits.com](http://www.NaviaBenefits.com)

Customer Service: 1(866) 897-1996

Fax:(1(866)831-6222

For employee use:

My Health Plan: \_\_\_\_\_

My Navia User Name: \_\_\_\_\_

My Health Plan Username: \_\_\_\_\_

My Navia Password: \_\_\_\_\_

My Health Plan Password: \_\_\_\_\_



# HRA Packet



**What's in this packet?** Health Reimbursement Information available to help with medical expenses.

**Who is eligible?** Any Town of Arlington GIC Insurance participant .

**What should you keep in here?** Keep all your medical bill information including the Explanation of Benefits from your insurance company.

**What will the HRA pay?** Copayments of \$100 or more.

- ✓ Emergency Room Copays
- ✓ MRI, CT-Scans and PET scan Copays
- ✓ Day Surgery Copays
- ✓ Overnight hospital stay Copays

**When can I get reimbursed?** As soon as you have the Explanation of Benefits for the incident that you want reimbursed.

**Where can I get help understanding his plan?** Call Human Resources to get more information or help completing the form.

**Town Human Resources – 781-316-3120**

**School Human Resources- 781-316-3497**

