

# HSA

## Health Savings Accounts



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Insurance and Surety



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## 10 Steps to a Successful HSA

The Jacobs Company, Inc. can assist you in implementing a successful HSA, which should include the following:		Do You Have?
<b>Employee Communication</b> <i>in multiple formats</i>	Can you provide HSA employee communication pieces that educate all of your employees? Are you sensitive to employees with a cognitive or physical impairment? Are you sensitive to employees with a language difference? Are plan details available in different media formats?	
<b>Open Enrollment Meetings</b> <i>to define terms, educate, and answer questions</i>	Have you scheduled meetings to clearly explain the costs associated with a High Deductible Health Plan (HDHP) coupled with an HSA? Have you clearly explained the cost savings that can occur with a HDHP and an HSA? If offering multiple plans alongside of the HSA, have you compared the premium and/or contribution differences between the multiple plans? Have you clearly defined the following terms: deductibles, coinsurance, maximum out-of-pocket, and coverage gap?	
<b>Deliver Tools</b> <i>empowering your employees to manage their health care expenses</i>	Does the insurance carrier or administrator provide consumer tools to assist employees in making a healthy, cost-effective decision regarding their care? Do you need to offer training to your employees on how to use the consumer tools?	
<b>Prevention and Wellness</b> <i>information at their fingertips</i>	Do you have an active employee communication campaign? Are you proactively providing your employees with prevention and wellness information?	
<b>Health Risk Assessment</b> <i>to manage health risks</i>	Does the insurance carrier or administrator offer consumers a Health Risk Assessment (HRA)? Is the HRA evidence-based? Is it reviewed by clinicians? Does it offer suggestions on how to improve their lifestyle?	
<b>Encourage Empowerment</b> <i>consumers have a choice</i>	Are you proactively providing employees with information on their responsibility for making health benefit decisions? Do you offer consumer tip sheets on how to stretch the health care dollar?	



<b>Instructional Tip Sheets</b> <i>deliver explanations</i>	Do you offer a 24-hour telephone Health Information Resource? Do you offer an Employee Assistance Program (EAP)? Do you remind employees of the informational tools available to them? Do you provide instructions on how to use these tools?	
<b>Provider Selection</b> <i>can be a cost saver</i>	Do your employees have access to an up-to-date Provider Directory? Is the Provider Directory available online? Does the insurance carrier or administrator offer a physician comparison tool?	
<b>Ongoing Assistance</b> <i>provides employee satisfaction</i>	Do you offer online resources? Do you provide Answers to Frequently Asked Questions (FAQ)? Does the insurance carrier or administrator offer HSA calculators?	
<b>Case Studies,</b> <i>confidence in choice</i>	Do you offer multiple HSA examples to help your employees make the best decision for their situation?	