



Important Employee Announcement

City Of Hagerstown Health Reimbursement Participants (HRA)

Effective July 1, 2014, the City of Hagerstown is transitioning our Health Reimbursement Accounts (HRA) to Discovery Benefits located in Fargo, North Dakota. The following information provides important instructions about the transition for retirees enrolled in the HRA for the July 1, 2014 plan year.

Transition to Discovery Benefits – IMPORTANT – To transition your account balances to Discovery Benefits

Retirees can send claims to TASC until June 15, 2014. On June 16th you may no longer use your Debit Card for reimbursements either. This “blackout period” is needed to provide time to process any existing reimbursements and transition all accounts to Discovery Benefits timely so that you may begin using the Discovery system on July 1, 2014. We apologize for the inconvenience, but we are hopeful that Discovery will be a much improved vendor to handle the administration of the Health Reimbursement Accounts.

Discovery Benefits Contact Information

Participant Services – Hours of Operations	Mon -Fri 8:00 am to 8:00 pm EST
Participant Services Toll-Free Phone Number	866-451-3399
Mailing Address	Discovery Benefits PO Box 2926 Fargo, ND 58108
Participant Services Toll-Free Fax Number	866-451-3245
Participant Services Email Address	customerservice@discoverybenefits.com

Filing Claims with Discovery Benefits

You will be able to file claims in the following ways:

1. Submit your claims online via Discovery's website
2. Fax your paper form and copies of receipts (or mail in the receipts)

Accessing Account Information with Discovery Benefits

To obtain account information (balance, claims status, printable forms, etc.), you will be able to log on to the Discovery Benefits website. You will receive a welcome email if you provided an email address at enrollment. This welcome letter will include instructions on how to access your online account; or you can call Participant Services at the number listed above for this information.