



**Custom Group
Services**

myHSA Plan Proposal

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Customize your benefits to better fit your company! With fast reimbursement and live chat, more companies are switching to digital benefits.



Health Spending Accounts

An HSA (Private Health Services Plan) is a Canada Revenue Agency approved method to provide medical, dental, and vision benefits in a tax efficient manner. A corporation can write off 100% of the costs related to its HSA and all expenses reimbursed are tax-free to the employees.

Medical, dental, and vision are the standard categories offered to employees in an HSA.

All Health Spending Account expenses are taxable to residents of Quebec.

System Highlights

The platform grants employers and HR professionals a one-stop platform, facilitating employee's benefits and healthier lifestyles



Real Time Access

Company Administrators and Employees have real time access to track activity. Claim approval is live, so balances and reports always accurately reflect the activity going on behind the scenes.



Electronic Funds Transfer

No cheques! myHSA works on EFTs .



Go Digital

All claims can be submitted online by employees through their own personalized dashboard, or employees can use the app for quick claim submission.



Download our App

The app makes claim submission, checking claim status, and viewing messages simple – available for both iOS (iPhone/iPad) and Android devices



Quick & Easy

Claim reimbursement is only a two business day turnaround!



Live Chat

Live Chat offers technical support for employees and is run in-house by our experienced team

Basic Information

Who should have an HSA?

Every business owner who has an incorporated company should have one. It is the most tax effective way to run health, dental, and vision expenses through the corporation. If an employer wishes to offer benefits to their employees, they can create a custom plan for their employees arranged by class.

Who can qualify under an HSA?

The employer has complete control over which employees are covered under the plan and what amount they are given to spend. The employees are categorized at the start of the benefit term and the limits of coverage are set based on the criteria designed by you and your broker. The employer has complete control and may terminate anyone at any time. All Health Spending Account expenses are taxable to residents of Quebec.

myHSA as an alternative vs. supplementary plan

If an employer does not have a traditional benefits plan, an HSA can be used to provide a complete range of coverage including medical, dental, and vision benefits to employees who otherwise could not get employer sponsored benefits. If an employer has a traditional insured group benefits plan, an HSA can be used to “carve out” infrequently used coverage such as orthodontics or vision care and make these types of benefits available in a Health Spending Account.

Covered expenses

The list of covered expenses includes many items that are not typically allowed under a normal group benefits plan. Our pre-populated list is taken directly from the CRA (see “Summarized List of Items” page for more information).

Eligibility

As a matter of eligibility for a Health Spending Account your group/company must meet the following requirements:

A PHSP is meant to be treated as an employee benefit and not a shareholder’s benefit. When setting up the plan please make sure the following conditions have been met:

1. Must be an active business. Cannot just be generating passive income.
2. The benefit is available to all employees, including those who are neither a shareholder nor related to a shareholder (regardless of whether they have chosen to participate in the plan); or
3. If the benefit is not available to all employees, but there is a logical reason to exclude some employees; or
4. It is reasonable to conclude that the benefit has been provided as part of a reasonable remuneration package for the individual as an employee; or
5. The benefit is comparable to that offered to non-shareholder employees of businesses of a similar size who perform similar responsibilities.
6. Employees who are also shareholders must be collecting T4 income.

Is this a fit for my company?

Your concerns are valuable

If any of these questions or comments have crossed your mind when buying an employee benefits plan, then a Spending Account may be suitable for you.

Cost vs Size

The cost of having an insured plan does not make sense due to the number of employees our company has to provide it for.

Pooled Plans

Our costs of insurance premiums are increasing each year, as we're pooled in a plan that does not consider our claims.

Cost Control

We want to budget for and control the cost of our employee benefits plan.

Pre-funding Benefits

We are tired of having to pre-fund our benefits whether our employees use them or not.

One Size Fits All

With the demographics of our employees being older or younger, the plan seems to be designed for one or the other, not both (i.e. orthodontics for employees with kids). Employees in both demographics desire flexibility.

Inflexible Plans

We want to provide flexibility in our benefits plan, we do not want to govern what employees spend their coverage on. We want to provide flexibility for them to decide.



Covered Items

Professional Services

- Acupuncturist (qualified medical practitioner)
- Chiroprapist
- Chiropractor
- Christian Science Practitioner
- Dental Mechanic
- Dentist
- Dermatologist
- Gynecologist
- Massage (Provincially Registered Therapist)
- Naturopaths
- Neurologist
- Obstetrician
- Optician
- Optometrist
- Orthopedist
- Osteopath
- Pediatrician
- Physician
- Physiotherapist
- Plastic Surgeon
- Podiatrist
- Practical Nurse (medical services only)
- Psychiatrist
- Psychoanalyst
- Psychologist Registered
- Midwife Registered
- Nurse
- Speech Therapist (pathological or audiological impediments only)
- Surgeon

Vision

- Artificial Eye
- Eye glasses or Contact Lens (prescribed)
- Laser Eye surgery
- Surgeon

Dental

- Cleaning, polishing, oral hygiene instruction
- Dental Checkups
- Dental X-rays
- Dentures
- Orthodontics
- Extracting Teeth
- Filling Teeth including root canal
- Fluoride treatments
- Gum Treatment

Hospital

- Anesthetist
- Hospital Bills
- Outpatient Services
- Oxygen Masks/
- Tent Vaccines
- X-ray Technician

Medicine

- Any medicine or drug purchased (prescribed by a medical practitioner or dentist and recorded by a licensed pharmacist)
- Insulin or Substitutes
- Liver Extract - injectable for pernicious anemia
- Oxygen Tapes or tablets for sugar content tests by diabetics, if the procedure has been required by a physician
- Vitamin B12 - for pernicious anemia

Premiums

- Premium paid to a non-government medical or hospital care plan (Ex. Blue Cross, Manulife Flexcare, Sun Life Affinity)

**This is a summarized list of covered items.*

Helpful Information



Reports

You have access to multiple reports under the Reports tabs. There you can select the type of report, the client, and the date range for the report you wish to pull. You can print and save reports as PDFs or in spreadsheet format.

The following are the types of reports you can access:

- **myHSA Claim Report**
Health Claims + Admin Fees, etc
- **Bank Rec Report**
HSA, WSA, Insurance Premiums (if applicable) + Admin Fees, etc
- **Employee Transaction Report**
Breakdown of each claim, associated Fees



Banking Process

Bank files run on Wednesday and Friday mornings. Plan Administrators receive an e-mail notification of withdrawals that are being made that week. Employees receive their deposit shortly after, typically later that day or the following day.

The Bank Rec Report will exactly match the amount in the notification email. This is the total for all claims, admin fees, and applicable taxes.



Live Chat

myHSA offers a Live Chat feature that is run in-house by our experienced team. We offer technical support to our users and answer any questions you may have about using the site or your account. We are in contact with advisors and can help connect you to the right people to get matters resolved faster.