

HRA Key Milestone – February 2022

Key Milestones	Dates
Current eligible employee demographics loaded into new platform	December 12, 2021
Recommended communication begins with current members and eligible employees	December 13, 2021
First date to begin entering new plan year enrollments in the client portal or sending in new enrollment files	December 15, 2021
Deadline for enrollments to be loaded for debit card delivery for the first day of the new plan year (<i>if applicable</i>)	Week of January 1, 2022
Order Form & Funding Profile Due Date (<i>if applicable</i>)	January 1, 2022
Mailing of new healthcare debit cards ¹ (<i>if applicable</i>) and QuickStart Guides	Mid-January 2022 (Approximately 10-15 days after your enrollments are processed)
Go Live Date!	February 1, 2022
First funding invoice	February 5, 2022
First monthly administration service fee invoice	February 23, 2022
Remaining member funds rollover to new accounts (<i>only applies if you offer this plan design</i>)	Timing will vary based off your plan design / setup

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