



## Health Savings Account (HSA) Instructions

For **Choice Plus HSA Health Plan Participants Only**  
**Current Participants Re-Enrolled for 2025**

### Employer Contribution

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- All **Choice Plus HSA participants effective 1/1/2025** are eligible to receive a lump sum Employer Contribution of \$1,000.
- The Employer Contribution will be processed and deposited directly to your HSA account on 1/31/2025 (**assuming you have established your account in a timely manner**).
- You must be employed on the contribution processing date in order to receive the Employer Contribution.
- If you have an HSA at another financial institution, please resend the banking information to [BenefitsTeam@BankUnited.com](mailto:BenefitsTeam@BankUnited.com).

### HSA Contribution Limits for 2025

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Contributions **from all sources** count towards your annual IRS limit. Since you will receive \$1000 from BankUnited, **you (employee portion)** can contribute up to the following amounts:

|                     |         |   |
|---------------------|---------|---|
| Individual Coverage | \$3,300 | \$4,300 if you are age 55 or older with additional \$1,000 Catch Up |
| Family Coverage     | \$7,550 | \$8,550 if you are age 55 or older with additional \$1,000 Catch Up |

*\*If enrolled in Medicare, you are not eligible for any contributions to your HSA. You must remove any Employee contribution currently in place and notify [BenefitsTeam@BankUnited.com](mailto:BenefitsTeam@BankUnited.com) that you are not eligible for the Employer Contribution.*

### Registering & Accessing Your BankUnited HSA

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- Access online banking at [www.digital.bankunited.com](http://www.digital.bankunited.com).
- Click on “Register your account” to register and create future login credentials.
- Questions regarding registration? Please contact Client Care Center 877-779-2265.

### Changes to your Current Pre-Tax Employee Contributions

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- Access the MyADP Self Service Portal at <https://my.adp.com>.
- On Home Dashboard, click on “Pay” icon then click on “Direct Deposit” then “Manage direct deposit”. Refer to “HSA DIRECT DEPOSIT-MyADP” document attached for complete instructions to add, change and delete contributions.
- **Changes to your HSA contributions take immediate effect. Do not make any deposit changes intended for the 2025 plan year until 1/1/2025.**

### Dropping HSA Medical Coverage

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You must have coverage under the Choice Plus HSA plan to contribute to an HSA. If you drop coverage, **any employee contributions to your account established via direct deposit must be deleted**. It is your responsibility to discontinue contributions if no longer HSA eligible.

### HSA Administration

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You own your account and are responsible for the transactions processed through your HSA. BankUnited does not monitor day-to-day activity in your HSA. Below is important information regarding administrating your account. For further information, please refer to [IRS Publication 969](#).

- **Excess Contributions** – Participant may be penalized with a 6% excise tax if the excess and earnings are not removed prior to the plan participant’s tax filing deadline including extensions. For BankUnited account holders please submit request via [BankUnited Now/Banking Operations/Client Care Center/Employee Account Maintenance Request](#) for corrective action. For accounts outside BankUnited please contact your institution directly for instructions.
- **Non-Qualified Expenses** – The plan participant must report the distribution to the IRS, pay taxes on the distributions and pay an additional 20% tax on the taxable distribution used for the non-qualified medical expense.

For additional information on Health Savings Accounts, watch the [How to Use Your HSA video](#).  
Still have questions? Submit them to [BenefitsTeam@BankUnited.com](mailto:BenefitsTeam@BankUnited.com)