

Dear Benefit Wallet HRA Retiree Participant,

This letter contains important information regarding your HRA deadlines for 2022 Claims.

The U.S. Department of Labor (DOL) and Internal Revenue Service (IRS) extended timely filing for Health Reimbursement Accounts (HRA) until 60 days past the declared end of President Biden's COVID-19 National Emergency Period (NE) of May 11, 2023, plus an additional 90 days of runout, for a total of 150 additional days to submit 2022 claims. Due to this amendment, you now have until October 8, 2023, to submit 2022 claims for processing. **If you do not have any 2022 claims that need to be submitted, no action is needed on your end.**

- During open enrollment, if you changed medical carriers or waived medical coverage. Your HRA balance remains with BenefitWallet. If you do not have any 2022 claims and would like your balance transferred click [here](#) to open an email to have your balance transferred before October 8, 2023, please respond by August 31st. Once transferred it will be available for use with your current vendor. Please allow 10-15 business days for the transfer of funds to be completed.

If you do have 2022 claims, follow the steps below:

1. You must submit an email have your 2022 Plan Year reactivated and available for use. Please click [here](#) to have an email sent to the Benefits team to initiate your case. In the body please list your name, date of birth, last 4 of social, phone number and zip code.
2. Once your 2022 funds are reactivated, you will hear back from the Sandia Benefits Team so that you can submit 2022 claims.
 - a. Go to the member portal at www.mybenefitwallet.com to submit 2022 claim requests along with supporting receipts or EOBs for reimbursement. **NOTE:** Please allow a minimum of 2-3 business days from your initial request until you try to access your 2022 funds.
3. HRA Rollover from 2022 to 2023 is subject to the maximum allowed by Sandia. Please see maximums [here](#).
4. DEBIT CARDS CANNOT BE USED FOR PRIOR YEAR'S CLAIMS.
 - a. Your HRA debit card can only be used for current year claims. All prior year claims must be submitted for reimbursement online through www.mybenefitwallet.com.

If you have questions on how to submit a claim, please contact BenefitWallet at 877-472-4200, online at www.mybenefitwallet.com or by email at info. mybenefitwallet@conduent.com.