



ACS Mellon Health Savings Account Small Employer Discovery Document

Directions: Please complete all requested information for each employer setup and provide this form to your ACS Client Service Manager. In addition, please provide copies of any employee communications regarding the HSA product along with date it was/will be sent.

Health Plan Name	Horizon Blue Cross Blue Shield of New Jersey
Health Plan Customer ID	502

General Employer Information

Employer ID (to be assigned by Mellon)	
Employer Name	
Employer Address – Line 1	
Employer Address – Line 2	
Employer City	
Employer State	
Employer Zip	
Employer Business Contact Name (on-going operations)	
Employer Business Contact Phone	
Employer Business Contact E-mail	
Group Effective Date	
Expected number of HSA accounts	

Information to be displayed at bottom of account statement (in most cases this information will be the same as displayed in the Welcome Kit):

Website URL	https://hsamember.mellon.com/HSA
Phone Number	1-800-355-BLUE (2583)
Hours of Operation	Monday, Tuesday, Wednesday and Friday from 8 a.m. to 6 p.m., Thursday from 9 a.m. to 6 p.m. (Eastern Time).



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Fees & Funding

Account Set-up Fees

Health Plan Paid

Account Maintenance Fees

Health Plan Paid

Deposit file type (data for each employee account):

ACH (individual direct deposit)

None

Funding method (how money will be transferred to Mellon to fund individual accounts):

ACH

N/A

Contribution types:

Employee only (payroll)

Employee and Employer (payroll)

Employee only (deposit slip)