

# How To Reimburse Yourself with HSA Funds If You Paid Out of Pocket For Eligible HSA Expenses:

## ONLINE BILL PAY

1. Login to [www.bcbsri.com](http://www.bcbsri.com) and click the “YOUR HSA” link.
2. Click the tab titled “MY HSA” then select the “MAKE A PAYMENT” link.
3. Complete the designated data fields within the tool. Make sure you enter the amount and where you want to send your reimbursement check.
4. The system will then mail you a reimbursement check directly with your HSA funds.

## CHECKBOOK

1. Using your HSA checkbook, write a check payable to yourself.
2. When the check is cashed, amounts will be transferred from your HSA to your personal bank account.

## ONLINE TRANSFER

1. Login to your personal bank account’s online portal.
2. Initiate an ACH transfer from your personal bank account’s portal and electronically pull the specified funds from your HSA.
3. In order to complete the transfer you will need your HSA bank account and routing #'s which are stated on your checkbook.
4. The ACH pull process is different for most banks so it is recommended to contact your personal bank for additional assistance.