



Office of Human Resources and Equal Opportunity
12345 El Monte Road, Los Altos Hills, CA 94022

DATE: February 22, 2019

TO: All Pre-97 Retirees, Post-97 Retirees, and Survivors

FROM: Christine Vo,
Director, Benefits

SUBJECT: **Discovery Benefits – A new Third-Party Administrator for Health Reimbursement Account (replacing SECOVA) effective June 1, 2019**

This is to inform you that effective June 1, 2019, the District has contracted with **Discovery Benefits** in replacing SECOVA in order to enhance the current system and to enable the retirees the opportunity to review their **Health Reimbursement Account (HRA)** online. Further, the change will allow us the ability to perform audit and run reports more efficiently.

Discovery Benefits is required to direct deposits for your *monthly* CalPERS premium variance reimbursement (Employer share of cost), and withdraw funding from your bank for any over payment or adjustments as necessary. Additionally, they are required to perform *quarterly* Medicare Part B premium reimbursement for you.

Contractually, all funding services must be done via **Automated Clearing House (ACH)** process. To meet the delivery date of June 30, 2019 for your monthly CalPERS premium variance reimbursement for the month of July 2019, we are required to collect your ACH authorization form for direct deposit and/or withdraw with your checking or saving bank via ACH process provided by Discovery Benefits no later than the **deadline of March 31, 2019**.

Effective June 1, 2019, Discovery Benefits is the approved vendor that acts on behalf of the District in delivering the funding to you. *With the first deposit scheduled on Monday, June 30, 2019 for CalPERS monthly premium variance reimbursement for the month of July 2019, and following July 15, 2019 for Q2 Quarterly Medicare Part B premium reimbursement for April-June 2019.*

REMINDER: Please supply us with the retiree's checking or saving account only for ACH fulfillment. Joint Account is acceptable. Separate deposits or dependent banking account is not accepted.

IMPORTANT: The current ACH process provided by SECOVA will discontinue effective with the last deposit of May 31, 2019 for the month of June 2019.

ACTION REQUIRED: Complete the ACH Form for authorization of Direct Deposit/Withdraw and return to the District with a copy of a cancelled check no later than **March 31, 2019** to ensure no disruption of funding. You may fax it to **650-949-6299** or pdf/email to: MyBenefits@fhda.edu.

Lastly, we do appreciate your cooperation for this fulfillment to be a successful one.