

# Primary Depository Transition for ACH Processing

## Employer-to-employee email template

### **Target audience and purpose**

Employees that currently have health savings accounts (HSAs) with WealthCare Saver as the custodian. Use the following email to communicate on the primary depository transition to BMO Harris.

### **Timing**

We recommend communicating this change to your employees now and again mid-March 2022 (in advance of the March 31 cutover). You can use the template below for both communications.

### **Email template**

**SUGGESTED SUBJECT LINE:** Important Communication Regarding the Depository of Your HSA

On March 31, 2022, BMO Harris will become the primary depository of your Health Savings Account (HSA) funds. This means BMO Harris will handle all money movement to and from your HSA, including contributions to and payments from that account. As a reminder:

- **A custodian** is responsible for protecting the consumer and managing the account, communications, compliance, tax reporting, the account opening process, funds movement, and more. Your custodian is and will remain WealthCare Saver.
- **A depository** is the underlying bank that holds your funds. Your depository will become BMO Harris.

### **Straightforward transition to BMO Harris**

We're working directly with [\[Anthem/Empire\]](#) to ensure a smooth transition between depositories.

This transition **does** require action from you.

- If you make post-tax direct deposits to your HSA or have automatic bill pay set up with your doctor to pull funds from your HSA, please change the routing number with your banking institutions and/or doctor and other healthcare professionals.
- The new unsolicited ACH routing number is **075072157**. You should make this change by the March 31, 2022, cutover date.
- By updating this routing number, post-tax direct deposits and auto-withdrawals initiated from your doctor and/or other healthcare professionals from your HSA will continue to process.

If you have questions about this update, please contact Member Services using the number on your ID card.

Sincerely,

[\[Insert human resources / employee benefits team signature line\]](#)