

Easy 1-2-3 HSA Setup Procedures

1. To Setup an HSA Plan

Submit [HSA Implementation Packet](#)



2. To Start Enrollment

Submit completed [HDHP Participant Census](#)



3. Once Accounts are Active

Import a completed [HSA Contribution Import Template](#) to Evolution1 Employer Portal each contribution cycle. Instructions are available [here](#).

Questions?

Setup & Enrollment: Implementation@adminamerica.com

Contribution Import: HSA@adminamerica.com