Overview: Funding Collection Notification Report
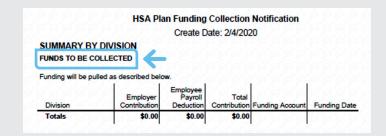
Learn how this report can help you with HSA Administration.

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The Funding Collection Notification report provides an overview of the funds that will be "pulled" from the employer's funding account and deposited into the employee's accounts after a contribution file has been processed.

The report is separated into three different sections. In this overview, we'll cover each of the sections and how they function within HSA administration.

Section 1: Funds to be Collected:

The first section lists the funds that have been deposited into the employee's account and pulled from the employer funding account. You can use this information to reconcile the funds pulled from your employer contribution funding account.

Section 2: Funds on Hold:

The second section of this report shows the funds that have been placed in a **"Funds on Hold"** status.

When a contribution is submitted to an employee's account, and it is not fully active, contributions will go into a **"Funds on Hold"** status. These funds have not been removed from the employer's bank account and have not been deposited into the employee's account.

Note: Before the funds can be deposited into the employee's account, the employee must resolve the hold on the account. The hold on the account will be related to the verification of the employee's identity. The employee will need to resolve the hold on the account by working with our HSA Employee Support Center at 888-350-5353. Once the hold is cleared, the funds will be withdrawn from the employer's bank account and deposited into the employee's HSA account.

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Section 3: Employee Detail:

The third section of the report provides the employee's name and amounts processed to the employee's account. This section will also show any funds placed on a **"Funds on Hold"** status for employee's contributions have not posted.

This information will help you reconcile the funds pulled from your Employer funding account to the funds contributed via the Contribution File.

FUNDS ON HOLD

Identifier	Last Name	First Name	MI	Contribution Date	Employer Contribution	Employee Payroll Deduction	Total Contribution	Hold Reason
123456789	Fake	John		5/17/2016	$100.00	$50.00	$150.00	HSA not Active
				Totals:	$100.00	$50.00	$150.00	

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