

HRA claims made easy



Attention all New York HRA Participants

Before submitting your reimbursement claim, please ensure you have all the necessary documentation. Take a moment to review the list below and follow the provided instructions and resources before submitting your next claim.

1. Explanation of Benefits (EOB)

Document that outlines what was covered and paid by insurance, including any out-of-pocket costs and copays. If the provider bills you more than your patient portion, contact them for a refund.



2. Itemized Receipt/Statement of Services

Document that clearly indicates the services provided and their dates.



3. Acceptable Proof of Payment

- Paid receipt
- Patient ledger showing payment details
- Copy of the front and back of a cashed check



4. Additional Supporting Documents

- Letter of medical necessity
- Payment Plan Agreement for monthly payments (e.g., orthodontic treatments)



Don't forget check these informative resources before you submit your claim!



HRA General Information Quick Reference Sheet



HRA Reimbursement Claim Form

Needed with all mailed or faxed HRA claims



HRA Enrollment Form

Needs to be up to date with all eligible dependents listed or HRA claim cannot be processed



HRA Attestation Form

If you're not enrolled in the Health Fund's insurance, you must submit proof of other creditable group health plan coverage annually in order to access your HRA.



For any questions regarding your HRA, please contact your NY Fund office based on your local.

Downstate NY: (Locals: 290,279,370)
631-952-9700 Ext. 3209

Upstate NY: (Locals: 276,277,291,1163)
716-839-1326 Ext. 3880

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