

Getting started is easy



Once you have enrolled in an HSA-compatible health plan, it is easy to set up your Wells Fargo Health Savings Account (HSA).

Step 1: [Enroll online](#)

Fields with an asterisk (*) are required

Step 2: Complete eight easy enrollment screens in less than 15 minutes

- On screen one, you will be asked to fill in your 15 digit **Employer ID number**. This is important as it will associate you with the *University of Denver's* HSA Plan.
- **Employer ID number:** 907017000900018
- You will also be asked to read and accept the **E-Sign Consent to use Electronic Records and Signatures** by simply clicking on the box next to "Accept".
- You should print and keep for your records, all agreements, the Fee Schedule, Terms and Conditions, as well as disclosures.
- The last of the eight screens is the enrollment confirmation, which will verify if your HSA has been established. If not established right away, we will contact you regarding your account. Once your account is established, you will receive a confirmation number and an account number.



Step 3: Print the confirmation page for your records

- Once your HSA is established, you will receive a welcome packet in the mail giving you all the information you need to use and manage your account. Your Wells Fargo Visa® HSA debit card and instructions will be mailed separately for easy set up and use.
- Remember once your account is established, log onto the *Wells Fargo Health Account Manager*SM Web portal where you can do all the following activities: view account activity, update account information, submit an online contribution, set up a recurring monthly contributions, establish an investment account, and more.

How can we help?

We're here to answer any questions you have about your HSA. Contact our HSA Customer Service Center at 866-884-7374, Monday through Friday, 7:00 a.m. to 8:00 p.m. Central Time (CT) or visit us online at www.wellsfargo.com/hsa.