

Title: Change HSA Deduction Amount

Last Update Date: 03/14/2024	
Change HSA Deduction Amount	
Log into your Workday Account.	https://wd5.myworkday.com/wday/authgwy/dealertire/login.htmld
Your log in credentials are the same ones you use to log into your computer each day.	Current Worker - Dealer Tite Single Sign-On Requires Dealer Tite email and network. For assistance, > contact Heip@demtWard com. Current Worker - Dent Wizard Single Sign-On Requires Dent Wizard Single Sign-On Requires SimpleTite email and network. For assistance, > contact Heip@demtWard com. Current Worker - SimpleTite Single Sign-On Requires SimpleTite email and network. For assistance, > contact Heip@demtWard com. Current Worker - SimpleTite resonate Sign-On Requires SimpleTite email and network. For assistance, > contact Heip@demtWard com. Preserve this login option if you are a current employee of Sonsio.
To begin a Benefit Change:	Benefits and Pay +
- Click on Benefit and Pay Hub.	
- Under Benefits, click Benefit	B Overview
Elections.	Benefit and Pay Hub
- Click Change Benefits button.	Benefit Elections
	Benefits by Date
	Dependents
	Beneficiaries
 Under Change Reason: Select Health Savings Account Change. Enter Benefit Event Date = today's date. Click Submit. 	Change Reason * Associate or Dependent Gains/Loses Other Coverage Beneficiary Change Death of Dependent Dependent Corre FSA Change Health Savings Account Change Health Wise Weinbeing Program Enrollment Change Health Wise Weinbeing Program Enrollment Change
Click Open , on the next page.	
	Open
<u>OR</u> , your benefit change event	
can be found in your Workday	Benefit Change - Health Savings
indox. Click on Let's Get Started.	Account Change :
	on 03/14/2024
Click Manage.	Accounts
Click Confirm and Continue	
	Health Savings Account
	Contribution per \$19,23
	paycheck
	Manage

Instructions Continued	
You have the following options: To increase or decrease your contribution, enter a new Per Paycheck or Annual amount. You can increase up to the Annual IRS limit. To cancel future contributions, enter zero in Per Paycheck or Annual amount.	Per Paychec 95.24 Annual 2,000.00 Remaining Paychecks 21 Workday will automatically calculate your new per pay contributions based on the remaining paycheck this year.
Once you have entered your new amount, click Save .	Save
At the bottom of the page, click Review and Sign to continue.	Review and Sign
Review your changes. Scroll to the bottom of the page and check the box I Accept.	You MUST submit for your changes to take place
Click Submit to complete your enrollment.	
Your HSA Deduction has been updated and you will see this on your next paycheck.	