





**PROGRESSIVE BENEFIT SOLUTIONS, LLC**  
**Request for Reimbursement**  
HRA CLAIM FORM (10/2011)

**HRA Account Rules and Claim Filing Instructions**

***Rules for HRA Accounts - Request for Reimbursement***

1. Obtain an Explanation of Benefits (EOB) from your insurance carrier for deductible-related, medical services received.
2. Complete, entirely, the above Request for Reimbursement – HRA Manual Claim Form.
3. Attach the Explanation of Benefits to this Form.
4. Submit the Claim with attached receipts to Progressive Benefit Solutions, LLC by **mail, fax** or **on-line** through *PBS On-Line* by accessing [www.pbscard.com](http://www.pbscard.com). Additional Claim Forms are available on the PBS website [www.pbscard.com](http://www.pbscard.com), or from your employer.

***For Direct Deposit***

1. If you **have not** signed up for Direct Deposit, you can input your **Direct Deposit** information through *PBS On-Line* by accessing [www.pbscard.com](http://www.pbscard.com) to have your claim payment deposited directly into your Checking or Savings account (be sure to check one) within 2 business days from the processing of your claim.