



## For Employees Working in San Francisco Only **San Francisco Health Care Security Ordinance (HCSO)**

For more information call: (415) 615-4555

Or visit: [www.healthysanfrancisco.org](http://www.healthysanfrancisco.org)

HCSO, or Healthy San Francisco as it is also called, is a Health Access Program that applies to all employees working in San Francisco a minimum of 8 hours a week, effective 2009.

If you are eligible (live in SF, are 18-64 years old, have not had healthcare for at least 90 days, are ineligible for government-sponsored health insurance, etc.), you will be enrolled in the "City Option", which enables you to receive discounted treatment at specified clinics within the city. Those who are not eligible for the City Option will have the option to sign up for a "Medical Reimbursement Account" (MRA), which allows you to be reimbursed for out-of-pocket medical expenses. It is important to note that if your account has 12 consecutive months of inactivity any funds contributed will be forfeited to the City of San Francisco.

PsiNapse will deposit funds on your behalf on a quarterly basis. It is your responsibility to inform PsiNapse if you have outside medical coverage, otherwise we will assume that you do not. It is crucial that PsiNapse and HCSO always have your current address and medical coverage changes, if not your information for future quarterly deposits will be incorrect. Once the first deposit has been made, the City of San Francisco will send you more information regarding the program you have qualified for (either the City Option or an MRA). It is your responsibility to enroll in, and fill out any corresponding paperwork for these programs once the information has been sent to you. You cannot use the services of either program until you complete the enrollment process. You must renew your membership with HCSO annually, and to do so, they will send information to the last known address. If your address is not up to date, you may miss the opportunity to renew.

PsiNapse will contribute funds at a set rate determined by the city for every hour paid (not to exceed 172 hours in a month or 516 hours in a quarter) on each eligible employee's behalf. PsiNapse deposits the funds to the city quarterly, in the month following the end of each quarter.

An eligibility period must be completed before contributions will be made on the employee's behalf. Your hours count towards contributions 90 days after the date of hire and then rounded to the next first of the month. For example if you are hired 1/8/08, contributions will begin to accumulate 5/1/08.

If employment with PsiNapse ends for any reason, the money that has been contributed on your behalf and any money that will be contributed in the month following the end of the current quarter is still available to you.

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[www.psinapse.com](http://www.psinapse.com)

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