

HRA Annual Enrollment Process

HRA enrollments must be updated annually to ensure that coverage data matches that of your medical plan. Sentinel will contact you via email 30-60 days prior to the beginning of the plan year to outline the steps required to setup the new HRA plan year.

You will generally be asked to provide the following information:

- Notify Sentinel of any changes you would like to make to your plan for the new plan year. Changes include: benefit levels, plan year changes or eligibility requirements. If you use the claim feeds with Sentinel, please remember to notify us of any new plans that affect your HRA. We currently support claims feeds from Blue Cross Blue Shield of MA, Mass General Brigham Health Plan, Harvard Pilgrim and Tufts Health Plan.
 - Submit your enrollment file to Sentinel. As a Plan Sponsor, you may access and run a variety of reports by logging into the website and choosing "Reports" from the top navigation bar. The report that may be most helpful during open enrollment is the HRA Enrollment Report. This report will show coverage level and other key information for your current HRA population. Simply add new hires, remove terminated employees, and update the benefit levels for the new plan year.
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