



Flexible Spending Account

National Benefit Services



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A Flexible Spending Account (FSA) provides you the opportunity to pay for health care and dependent care expenses on a pre-tax basis. By anticipating your family's health care and dependent care costs for the next plan year, you can lower your taxable income.

How It Works

Each plan year, you designate an annual election to be deposited into your health care and/or dependent care accounts. Your annual election will be divided by the number of pay periods in the plan year and deducted equally from each paycheck on a pre-tax basis.

Things To Consider

› Be conservative when estimating your annual election amount. The IRS has a strict “use it or lose it” rule. You will forfeit any funds (over the carry-over) left in your account after the plan year.

- › Your 2023 contributions must be used for expenses you incur September 1, 2023 - August 31, 2024.
- › The health care and dependent care FSAs are two separate accounts and funds cannot be transferred between accounts.
- › You cannot stop or change your FSA contribution amount during the year unless you have a qualified event.
- › Expenses reimbursed through an FSA cannot be used as a deduction or credit on your federal income taxes.

FSA Reimbursement Options

To receive reimbursement from your FSA, you can submit a claim online, complete a paper claim form, or use your FSA debit card. It is important to save your receipts. National Benefit Services may ask you to provide a copy to substantiate a claim.

Healthcare FSA

- › Not available if you are enrolled on an HDHP
- › Elect up to \$3,050 annually
- › Funds are available on day 1
- › Can be used on medical, dental, and vision expenses
- › Carry over up to \$500 into the next plan year if you re-enroll during the following year. Anything else is use it or lose it!

Dependent Care FSA (DCAP)

- › Available regardless of your medical plan
- › Elect up to \$5,000 (or \$2,500 if married filing separately)
- › Funds are available as they accrue
- › Can be used to reimburse childcare expenses so you and your spouse can go to work or look for work.