



Flexible Spending Accounts

FY 2014-2015

7/1/2014 – 6/30/2015

Presented by:

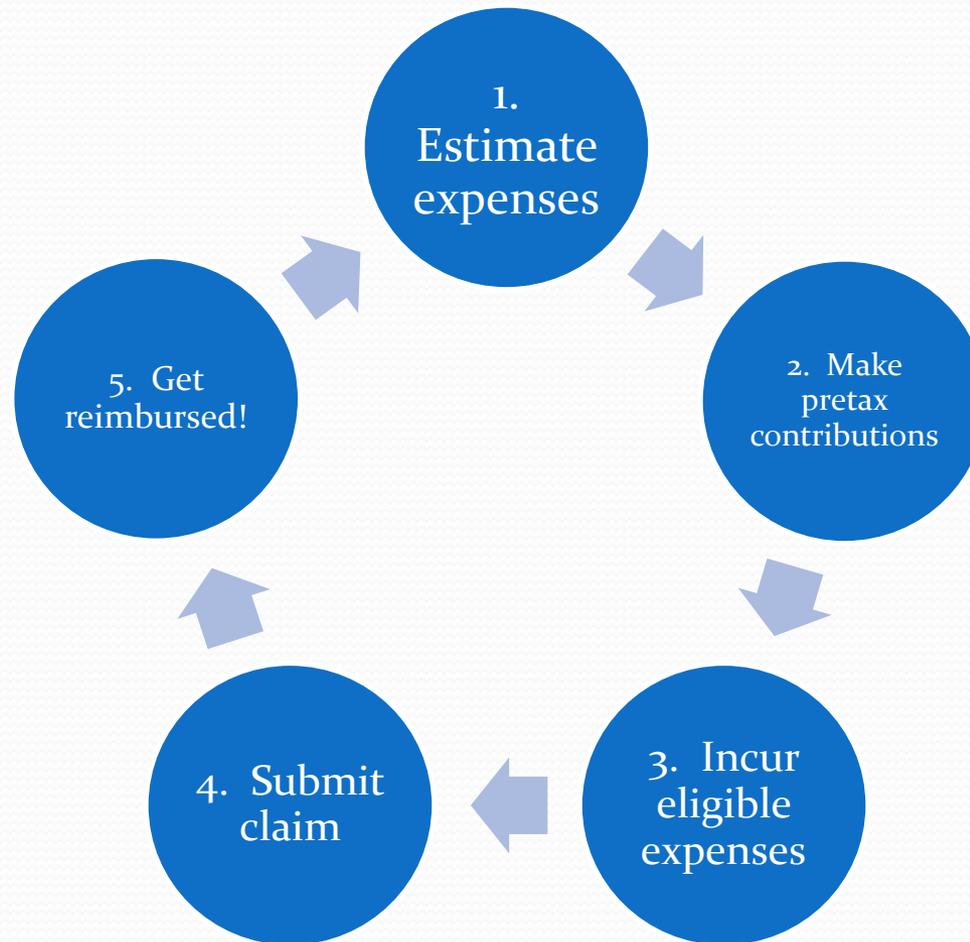


What are FSAs?

- Flexible Spending Accounts
 - Year-to-year account
 - Set aside pretax dollars
 - Pay for expenses you will have regardless
 - Three Accounts:
 - General-Purpose Health Care FSA
 - Medical, Dental, Vision, Hearing Care Expenses
 - Limited-Purpose Health Care FSA (for HSA enrollees)
 - Dental and Vision expenses only
 - Dependent Care FSA
 - Daycare, after-school care, pre-school, nursery school



How does it work?



What is the advantage?



- All contributions are pretax
- You don't pay Federal or State income taxes, or FICA taxes
- That means you can save 25% or more!

Assumptions: Family Income = \$35,000 Assume \$6,000 in health and dependent care expenses	Without FSA	With FSA
Annual Earnings	\$35,000	\$35,000
Expenses paid through FSA		- 6,000
Taxable Compensation	\$35,000	\$29,000
Estimated 25% Tax	- 8,750	- 7,250
Expenses paid after-tax	-\$6,000	\$0
Net Spendable Income	\$20,250	\$21,750
EXTRA MONEY		\$1,500



IRS Regulated FSA Rules

- **Enroll every year** with a new election
- **Spend** funds during the year
- **NEW** **Carryover up to \$500** of unused health care funds into next year
- Expenses must be **incurred** during your period of coverage, or plan year
- **Do not have to be covered** under your employer's health insurance
- Use to pay expense for **spouse and dependent children**



IRS Regulated FSA Rules

- Election **remains in effect** for the plan year unless you experience a qualified status change; for example, marriage, divorce, birth of baby, death of dependent, leave of absence
- Qualified Reservist Distribution – If ordered/called to **active duty** – may receive distribution of FSA account balance, subject to taxation
- Can **access all health care funds anytime** during the year
- Funds remaining at year end are **forfeited (\$500)**

How to avoid forfeitures

- It's easy!
 - Plan for **predictable and recurring** expenses
 - Expenses you **know** you will have during the year
 - **Review** prior year expenses as a guide
 - Be **conservative**
 - Use online **tools**
 - Expense estimator
 - Eligible expense listing
 - FSASore.com resource for OTC products
 - Sign up for FlexMinder to file insurance EOBs
 - Carryover up to \$500



Example - How to Estimate Expenses

Medical

Prescriptions (12 @ \$30)	\$ 360.00
Office Visits (3 @ \$30)	90.00
OTC – Band-Aids, Contact Lens cleaners, sunscreen	210.00

Vision

Annual Exam	40.00
Prescription Sunglasses	300.00

Dental

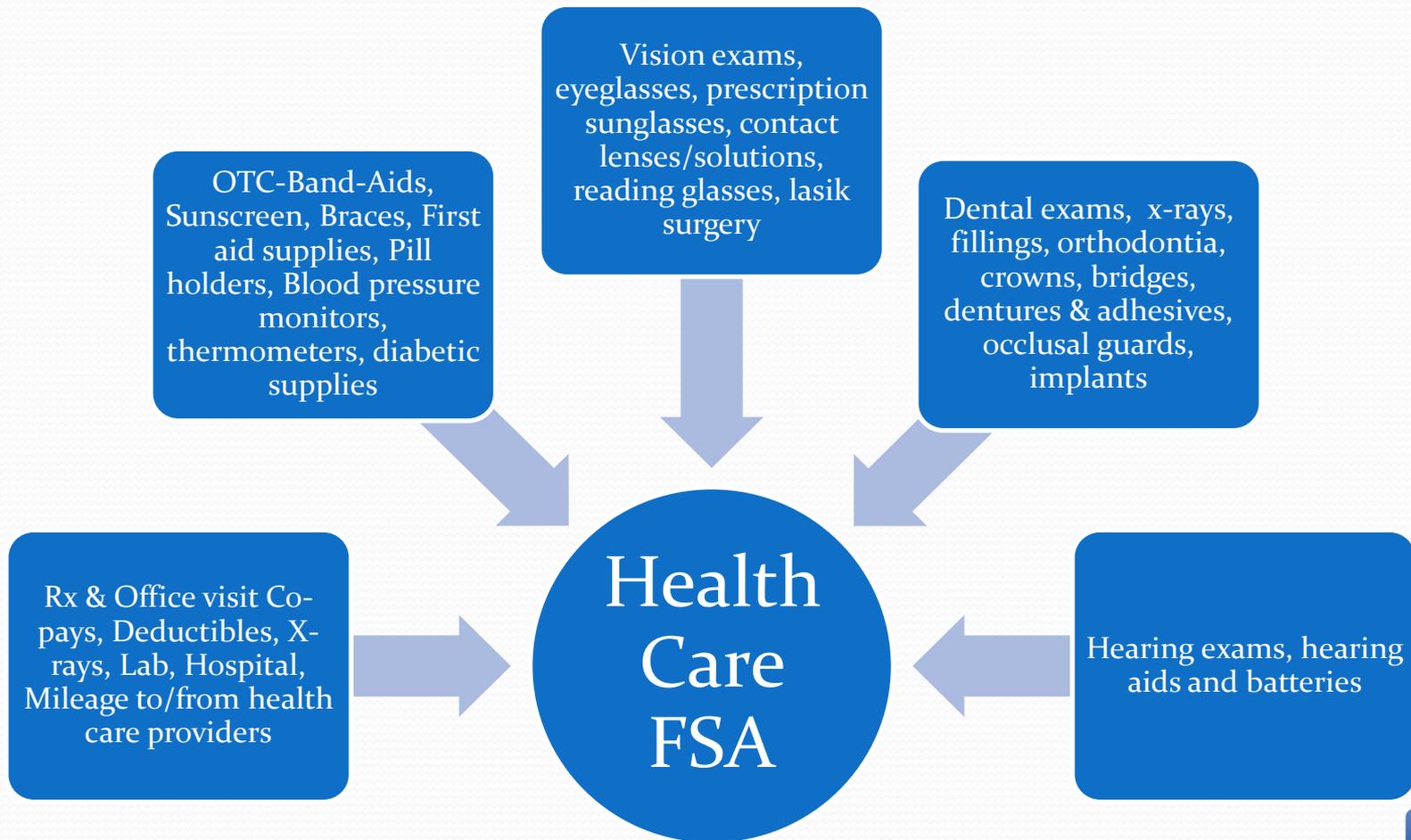
Orthodontia (can be paid upfront)	\$ 1,500
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TOTAL ESTIMATED EXPENSES **\$ 2,500**

Health Care Expenses



Health Care - \$2,500



Over-the Counter Items



Qualifies for most FSAs without a prescription
(can usually be purchased with an FSA card):

- Bandages, elastic bandages & wraps
- Birth control, pregnancy & ovulation kits
- Braces & supports
- Catheters & Ostomy products
- Contact lens supplies & solutions
- Denture adhesives
- Diagnostic tests & monitors
- First aid kits & supplies
- Insulin & diabetic supplies
- Pill holders & pill splitters
- Reading glasses
- Sunscreen SPF15 & higher
- Thermometers & Vaporizers
- Wheelchairs, walkers & canes

No Prescription Required

www.asiflex.com and www.fsastore.com



Only qualifies for reimbursement if you have a
prescription (claims must be submitted manually):

- Acid controllers & digestive aids
- Allergy & sinus
- Antibiotic products
- Anti-diarrheals & laxatives
- Anti-gas products & stomach remedies
- Anti-itch & insect bite
- Baby rash ointments & creams
- Cold sore remedies
- Cough, cold, flu & pain relief products
- Feminine anti-fungal/anti-itch
- Hemorrhoidal preps
- Motion sickness
- Respiratory treatments
- Sleep aids & sedatives

More information available at,

www.asiflex.com and www.fsastore.com



Dear FSA Participant,
ASIFLEX is pleased to introduce you to **FSAstore**.

Go to asiflex.com and
click on the **FSAStore** link!

The screenshot shows the FSA Store website interface. At the top, there are navigation links for 'Home', 'FSA Eligibility List', and 'FSA Learning Center'. Below this is a search bar and a shopping cart icon showing a total of \$0.00. A sidebar on the left lists various product categories such as 'Goodies', 'Baby Care', 'Cold & Allergy', 'Diabetes Care', 'Digestive Health', 'Classical/Herbal Treatments', 'Eye/Gar Care', 'Family Planning', 'Feminine Care', 'First Aid', 'First Care', 'Home Health Care', 'Miscellaneous', and 'Oral Care'. The main content area features a 'Need Help Getting Started?' banner with a 'Learn More' button, a 'BEST SELLERS' section with three product cards (FUTURE, TheraCare, Coppertone), and a 'What do these icons mean?' section with FSA and FSA Rx logos and their respective eligibility rules. The bottom of the page includes 'FSA Tools'.

FSA Store
THE FLEXIBLE SPENDING ACCOUNT SITE

FSAstore.com is the one-stop destination for
Flexible Spending Accounts.

FSAstore helps make purchasing FSA eligible
items and answering the many questions that
come along with having a Flexible Spending
Account both simple and rewarding.

FSAStore.com
makes spending your FSA funds easy!

Visit **FSAstore** at the homepage of ASIFLEX - www.asiflex.com





Ineligible Health Care Expenses

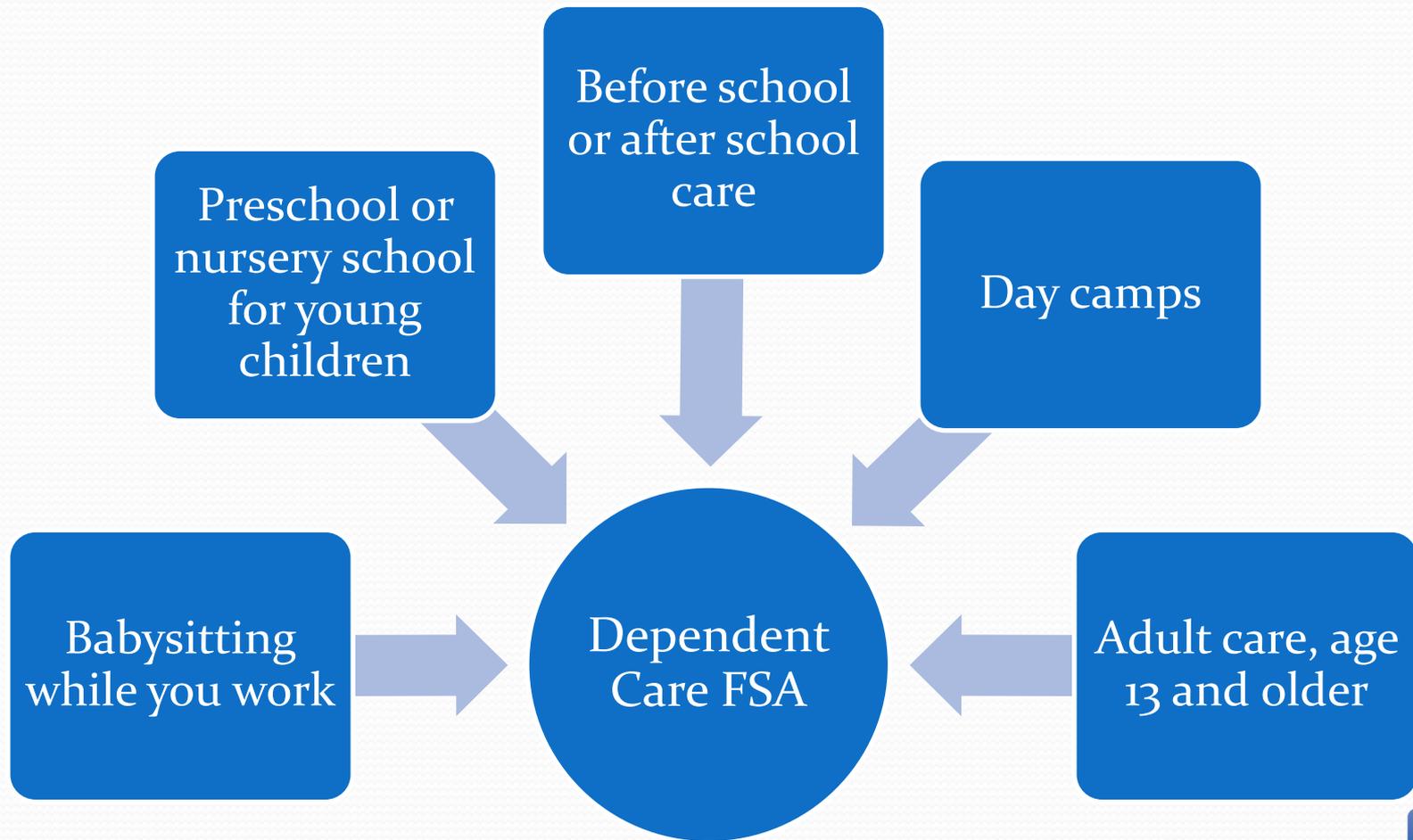
- Services not provided yet; pretreatment estimates
- Cosmetic treatments or medications
- General health and well-being
- Illegal operations
- Expenses paid by insurance
- Diapers, maternity clothes
- Insurance Premiums
- Dancing, swimming lessons
- Holistic, natural remedies, vitamins
- Warranties



Dependent Care Expenses



Dependent Care - \$5,000





Ineligible Dependent Care Expenses

- Services not provided yet
- Educational, tutoring or tuition expenses
 - Kindergarten or higher education
- Expenses to learn a specific skill, e.g., music lessons, swimming classes, dance classes, etc.
- Overnight camp expenses
- Services provided while you are on vacation, holidays, leave-of-absence
- Divorce situations – only expenses incurred by custodial parent
- Expenses in excess of \$5,000 per family per calendar year



Claim Filing Options



Claim Filing Options

Online
www.asiflex.com

- Register at www.asiflex.com
- File claim and upload documentation



- Ask Provider for itemized statement
- Keep documentation – it's your responsibility!
- Submit documentation upon request
- Works well for flat-dollar co-payments and over-the-counter health care products

Manual Claim
Submission

- Fax toll-free to ASIFlex
- USPS Mail





Claim Filing Options

FlexMinder

- Manages your EOBs for you
- Captures EOBs into online “shoe-box”
- Files your claim for you...when you want
- Monitors your account and sends reminders



Mobile App

- Android devices – The Google Store
- Apple devices – The Play Store

ASIFlex Card

www.asiflex.com/debitcards



- Things to Know

- May use for out-of-pocket Health Care expenses
- Employee chooses to order – Cost is \$.50/month billed to FSA account
- Two cards issued per employee
- Will arrive in plain white envelope
- Call to activate/set your PIN
- Use PIN for debit; or sign for credit
- Good for 5 years – do not toss!
- Report lost/stolen cards
- Replacement/additional cards only \$5 each, billed to FSA account
- Know your account balance!



ASIFlex Card



Documentation Requirements

- Use of card is NOT paperless
- ASIFlex will notify you when documentation is required
- Documentation not required for:
 - Flat dollar co-payments for prescriptions under the State plan
 - Qualified over-the-counter health care items
 - Recurring expenses for same dollar amount, same provider each month
- Documentation required for:
 - Other percentage co-payments, doctor expenses, x-ray, lab, hospital, deductibles, coinsurance, etc.
 - Dental expenses such as deductibles and coinsurance
 - Vision that is not a co-pay amount
- Respond to requests
- IRS requires card be inactivated if you do not respond

Claim Documentation

Type of Expense	Documentation Needed
If covered by insurance	Insurance payer Explanation of Benefits; or itemized statement
If not covered by insurance	Itemized statement must include: <ol style="list-style-type: none"> 1. Provider name/address 2. Patient name 3. Date of service 4. Description of service 5. Dollar amount
OTC Drugs & Medicines	Physician Rx and itemized merchant receipt
OTC Medical Supplies/Items	Itemized merchant receipt
Rx	Pharmacy receipt; or printout from pharmacy

Note: Do not send credit card receipts, balance forward or paid on account statements, cancelled checks or pretreatment estimates.



Claim Filing Deadline



- Incurred:
 - July 1, 2014 through June 30, 2015
 - Incurred means that you have actually had the service provided, or that you have secured the product, that gave rise to the expense
- Submit Claim by:
 - October 15, 2015
 - Don't wait until the last minute
 - Can carryover up to \$500 into next year

NEW

GO GREEN!

- Sign up for email or text alerts!
 - Avoid paper notices and delayed mail
- Have payment sent to your bank
 - Avoid the hassle of paper checks
 - Avoid delayed mail



File claims online! Use the Mobile App! Sign up for FlexMinder!

- It's quick! It's easy! It results in rapid claim payments!
- Have dependent care providers sign claim form!
 - No other document is needed!

Online Resources

www.asiflex.com

www.asiflex.com/debitcards

- Access your FSA account statement
- Review messages sent to you
- File Claims – Get mobile app – Sign up for FlexMinder 
- Extensive eligible/ineligible expense listing
- FSASore.com link with thousands of eligible FSA products
- Frequently Asked Questions
- Expense Estimator and Tax Savings Calculator
- Debit Card information/list of merchants
- IRS Forms & Publications



Customer Service

You call - We Answer!



Website

www.asiflex.com

www.asiflex.com/debitcard



E-Mail

asi@asiflex.com



Phone – Live Help!

1.800.659.3035

6 am – 6 pm MT, Monday-Friday

7 am – 11 am MT, Saturday



Address

PO Box 6044

Columbia, MO 65205

Thank you!

