



Health Care Flexible Spending Account

What is a Health Care Flexible Spending Account (HCFSA)?

- A benefit that allows you to set aside pre-tax dollars to be used for qualified out-of-pocket medical expenses not covered by your health plan for you and your dependents.

What are some eligible expenses?

- Deductibles
- Copays and coinsurance
- Healthcare supplies (e.g., bandages & gauze)
- Prescription glasses
- Over-the-counter medicine (e.g., cough and cold medicine, pain relievers, antacids)

How does HCFSA work?

1. Elect an annual goal amount for HCFSA during an enrollment opportunity.
2. Contributions to HCFSA come from automatic pre-tax payroll deductions and/or Optional Benefit Plan (OBP) allocations, if eligible for OBP.
3. You have access to your entire goal amount when HCFSA eligibility begins (e.g., 1/1 for Open Enrollment or first of the month following 28 days from date of hire)
4. Use your HCFSA funds:
 - You are issued a HCFSA debit card by Smart-Choice so you can pay for eligible expenses at the time of purchase and have immediate access to funds. Remember to keep your receipts in case the administrator requests supporting documentation be submitted.
 - If you don't want to use your HCFSA debit card, you can pay out of pocket and then submit a claim online for reimbursement. You can choose to be reimbursed through check or direct deposit. You must submit supporting documentation when filing your claim.

What is the minimum and the maximum goal amount I can elect for HCFSA per plan year?

- Minimum goal amount: \$26
- Maximum goal amount: Plan Year 2026 - \$3,400 (amount may vary from year to year based on IRS guidelines)

When is the last day of spending? When is the last day to submit claims for reimbursement?

- You have until 12/31 of the plan year for which you elected HCFSA to spend your funds. You have until the end of the runout period to submit claims for reimbursement on expenses incurred through 12/31 period. The runout period is 1/1 - 3/31 of the following plan year.

What happens to my money if I don't use it all by the end of the plan year, 12/31?

- You can roll over up to \$680 of unused funds to the next plan year. You must re-elect HCFSA for the following year during Open Enrollment to be eligible for rollover funds from the prior plan year.