



Flexible Spending Accounts

QUICK FACTS

ADMINISTRATION OF ALL FLEX BENEFITS

Optum Financial handles all medical, dependent care and limited purpose FSAs. Benefits Administration handles parking and transportation claims.

ENROLLMENT

State employees who wish to enroll in a medical, limited purpose or dependent care FSA must re-enroll each year if they want to continue to participate. Parking and transportation FSAs do not require re-enrollment.

During the annual enrollment period, if you have a balance in your FSA on December 31 and you choose to enroll in a CDHP for the following year, you cannot open a health savings account until April 1 of the following year. Any claims against your HSA must be for April 1 or later, as well.

DEBIT CARDS

If you enroll in a medical or limited purpose FSA, you will receive a debit card from Optum Financial. You can use it to pay for medical and limited purpose FSA purchases at pharmacies, physician offices and other medical facilities such as dental and vision providers.

The debit card is a smart card in that it will only allow payment from your FSA funds for those items that are FSA reimbursable.

The Optum debit card will not work at childcare facilities. On dependent care claims, you will need to file a paper claim with Optum for reimbursement. You can set up your bank account information on Optum's state-specific website so that you can issue a payment directly from Optum to your dependent care provider. You can also make a payment via your own personal check, keep your provider's receipt for tax purposes and then deduct the funds from your dependent care FSA to go back into your bank account. Please keep copies of all receipts for IRS tax purposes or in case of audit.

After you receive your debit card, you can go to Optum's state-specific website and read more about the flexible benefits. You can also print flyers about both the FSA and HSA benefits Optum manages. Visit the Optum website at optumbank.com/Tennessee.

If you enroll in the Consumer-driven Health Plan with a health savings account, you are eligible to contribute funds to a limited purpose FSA. Both accounts will be loaded onto your single Optum Financial debit card in separate "purses." The "smart" Optum card will pull appropriate dental or vision charges from your limited purpose FSA before dipping into your HSA funds, allowing those funds to continue growing.

If you currently have an HSA with a debit card and plan to enroll in a limited purpose FSA, you will use the same debit card for both your HSA and limited purpose FSA eligible purchases. The debit card will use the limited purpose FSA funds for dental and vision expenses first before using any of your HSA funds.

CARRYOVER

You may carry over up to \$570 from your FSA or limited purpose FSA. Any funds greater than \$570 remaining in your account after December 31 will be forfeited. You have until April 30 of the following year to file FSA or L-FSA claims for the previous year. Any carried over funds will be added to your election for the new plan year, and these funds will be tapped before your new plan year funds are used.