



Using Your FSA Funds

LP Health FSA Funds: Your full election amount is available on the first day of the plan year.

Dependent Care FSA Funds: Your funds are available as they accumulate through payroll deductions.

"The FSA debit card makes it so easy! It's pre-loaded with my Limited Purpose Health FSA annual election amount and whenever I need to pay for a health care expense, I just swipe the card."

ANTONIO, PROVIDENCE, RI

The FSA Card

It may look like a typical debit or credit card, but the FSA card is a special benefits card pre-loaded with your full annual LP Health FSA election amount. You use the card to pay for IRS qualified expenses directly at the point of sale or when paying a bill. The card works in settings such as dental, orthodontic, and optometrists offices.

- Two identical cards are mailed to your home address and additional sets of cards can be ordered.
- The IRS requires you keep all original documentation** for purchases associated with the FSA debit card. Benefit Strategies may also request copies of your documentation to verify a debit card purchase.

**If you are enrolled in the Dependent Care FSA, the card can also be used in dependent care settings. Just remember that the card will only work for an amount that does not exceed the available balance in your Dependent Care FSA account on that day.*

Electronic and Paper Reimbursement Methods – 3 to 5 day typical turnaround time

Reimbursements are made payable to you, either by paper check or direct deposit. All reimbursement methods require you to submit documentation.**

- Submit on-line through your secure account at benstrat.com
- Download the Benefit Strategies mobile application to submit through your mobile device
- Complete a paper claim form to submit via fax, secure email, or mail

***To be valid, documentation must include: date the expense was incurred, patient name (if applicable), amount of the expense after any insurance adjustment, provider name, service/product description.*

FSA Account Resources

Your online account at benstrat.com

Through your secure online account you can file for reimbursement, upload documentation, set up text message alerts, view claims history, account balances, filing deadlines and more.

- Go to benstrat.com and log in or follow the New User link to set up your User Name and Password.
- You can also link to the login page from within HARVie: Total Rewards>Health & Welfare Benefits>Flexible Spending Accounts.

The Benefit Strategies mobile application

Download the Benefit Strategies mobile application for iPhone, Android, and tablet devices to access account information on the go!

Benefit Strategies Customer Relations Team, located in Manchester, NH

Our Customer Service Representatives are available:

Monday - Thursday 8:00 AM - 6:00 PM and Friday 8:00 AM - 5:00 PM (Eastern Time)

- **Telephone:** 855-HVD-FLEX (language translators are available)
- **Online Chat:** www.benstrat.com (look for the Get Help tab)
- **Email:** hvdflex@benstrat.com



This brochure is for employees enrolled in the High Deductible Health Plan with Health Savings Account (HSA). If you are enrolled in the HSA, you are eligible for the Limited Purpose Health FSA and the Dependent Care FSA described in this brochure. (If you are not enrolled in an HSA, please view the general FSA brochure, which describes the Health FSA and Dependent Care FSA.)



Flexible Spending Accounts (FSA)

- **Limited Purpose Health Care Reimbursement Account (LP Health FSA)**
For your out-of-pocket dental and vision expenses.
- **Dependent Care Assistance Account (Dependent Care FSA)**
For expenses related to dependent day care such as after school child care.

Why enroll in an FSA?

- **Give yourself a raise!** Increase your spendable income by reducing the amount you pay in taxes.
Our participants save approximately \$27 in taxes for every \$100 they set aside in an FSA.
- **Easily budget for higher cost dental and vision expenses.**

"The first year I heard about the FSA, I wasn't sure about it. I decided to sign up for just enough to cover a pair of glasses I knew I needed. Using the plan was so easy, plus I saved money. The next year I tripled my election amount, and I still spent all of it well before the plan year ended!"

— JENNIFER, BOSTON, MA



Trust Loyalty Commitment
• Our customers trust we are committed to solving their problems.

Think Like the Customer
• Treat others as you would like to be treated.

Tender Loving Care
• Attending to customers with consideration and compassion – we strive for one-call resolution.

The FSA Advantage

If you are spending money on dental and vision expenses such as:

- Bridges, Crowns, Dental Copays, Dental Deductibles, Dental Work, Eye Glasses and Contact Lenses, Lasik, Orthodontia and other dental, orthodontic and vision services.

Or dependent care expenses such as:

- Child care away from home • Child care in your home • Before and After School Programs • Summer day camps • Adult day care

Then you can benefit from an FSA!

Here’s how it works:

1. **Decide if you want to enroll in the LP Health FSA, the Dependent Care FSA, or both.**
2. **Determine how much you spend annually on out-of-pocket expenses.**
 - Refer to your FSA Enrollment Form for the maximum permitted election amounts.
3. **Your employer divides your annual election by the number of pay periods in the plan year.**
 - This amount is payroll deducted each pay period on a pre-tax basis throughout the year.
 - Having your FSA deductions come out of your pay pre-tax is like giving yourself a raise!
You avoid paying: • Federal income tax • FICA taxes • State income tax (in most states)
4. **Access your FSA funds throughout the plan year to pay for eligible expenses.**
 - Use the FSA debit card
 - Submit for reimbursement through one of our quick and convenient reimbursement methods



“I’m already spending money on these things; it would be crazy not to take advantage of the savings through an FSA.”
— JOHN, MANCHESTER, NH

“I’m always looking for ways to save on taxes, and participating in an FSA has saved me a lot over the years.”
— BILL, SPRINGFIELD, MA

Example of Tax Savings Through An FSA	Before Enrolling In An FSA	After Enrolling In An FSA
Annual Earnings	\$60,000	\$60,000
Annual FSA Election Amount	\$0	\$2,000
Taxable Income	\$60,000	\$58,000
Approximate taxes paid [27.85%*]	-\$16,710	-\$16,153
Annual tax savings/increase in spendable income by enrolling in an FSA:		\$557
*Assumes 15% Federal Income Tax, 5.2% State Income Tax, 7.65% FICA Tax		

Understanding the LP Health FSA

LP Health FSA funds can be used for non-medical health care expenses incurred by:

- You, your spouse, and your dependents up to age 26

One of the biggest advantages of the LP Health FSA is that you have access to your full annual election amount on the very first day of the plan year!

Eligible expenses include associated costs with dental, orthodontia, and vision, such as:

- Visits, procedures and services • Equipment/supplies • Fittings and Screenings

You can use the LP Health FSA for your own and your family members’ expenses, even if you and your dependents are not enrolled in your employer’s medical plan.

Refer to the LP FSA Eligible Expenses handout for a list of common eligible expenses.

Minimum Annual Election Amount = \$120

Maximum Annual Election Amount = \$2,750

Understanding the Dependent Care FSA

Dependent Care FSA funds can be used for dependent care expenses you incur so that you (and your spouse if married) can be gainfully employed or attend school full-time.

To be eligible, the dependent must be your tax dependent who is:

- Under the age of 13
- Age 13 or older if physically or mentally incapable of self-care and residing in your home at least half the year

Eligible Providers and Settings:

- Day care centers and nursery schools
- Summer day camps
- Before/After school programs
- Babysitters including nannies, inside or outside the home
 - Relatives must be over 19 and not able to be claimed on your federal tax return. Non-relatives can be under the age of 19.
- Adult day care centers

Ineligible expenses include kindergarten, private school tuition, educational classes, and overnight camps.

As funds accumulate in your Dependent Care account through payroll deductions, you can submit for reimbursement.

Dependent Care FSA compared to IRS Child Care Credit:

- In most cases, a combined family Adjusted Gross Income of \$40,000 and higher will see a greater tax savings through a Dependent Care FSA than the IRS Child Care Credit. A Dependent Care FSA and IRS Child Care Credit Comparison Chart can be found at benstrat.com. Consult with a tax advisor for details on your particular tax situation.

Minimum Annual Election Amount = \$120

Maximum Annual Election Amount \$5,000/\$2,500 if married and filing separately



“I love coordinating my HSA benefit with my Limited Purpose Health FSA. I’m able to put money aside for my dental expenses without having to use my HSA. AND all of the money is available upfront!”
— AMANDA, WELLS BEACH, ME



“I set aside \$5,000 in my Dependent Care FSA; that’s almost \$1,300 in tax savings for me! My FSA helps so much with the cost of day care.”
— RACHEL, SOMERVILLE, MA