

# ASi's guide to... Medical Flexible Spending Accounts



## WHAT IS AN FSA

Sometimes referred to as a Cafeteria Plan, Flex Plan, or Section 125 Plan— a Flexible Spending Account allows you to set aside a certain amount of your earnings into an account before paying income taxes. If you are one of many people who spend money on out-of-pocket medical expenses, an FSA can make these expenses more affordable. During the year you have access to this account for reimbursement of expenses you regularly pay out of pocket. When you use tax-free dollars to pay for these expenses, you realize an increase in your spending power and substantial tax savings.

## HOW IT WORKS

When you participate, you will elect to have a specified amount of money deducted on a pre-tax basis from your paycheck each pay period. These funds are deducted from your gross earnings before your taxes are calculated. The example to the right demonstrates how this plan can increase your take-home pay.

## MEDICAL FSA

A medical FSA refers to a medical reimbursement plan that is a “flexible spending arrangement” (FSA). This arrangement gives employees coverage under which certain expenses may be reimbursed. Employees can use a medical FSA to pay for medical expenses that are not reimbursed through insurance or any other arrangement. Please refer to the sample list of eligible expenses located on the lower right hand side. For a detailed list, please refer to the list of expenses located on our website. (Note: medical FSAs cannot reimburse insurance premiums.)

**Contribution Limits: Annual limits are set by your employer. However, the IRS imposes a \$2,550 cap on annual salary reductions (may be increased each year). There may be minimum contribution limit.**

## USE-IT OR LOSE-IT

Unless the employer offers a rollover (\$500 maximum) or grace period option, the IRS enforces the use-it or lose-it rule. All contributions must be used by the end of the plan year. Remaining funds in your FSA at the end of the plan year will be forfeited to the plan. Being that these modifications are optional to your employer, please refer to your plan documents or log on to your online account to determine if modifications have been adopted by your employer.

## BENNY CARD

Your employer may choose to utilize the Benny Card. Your Benny Card is a debit card that is linked to your FSA funds. When needing to pay for an eligible medical expense, present this card for payment. As the card is swiped, the system will verify that the expense is eligible and determine if there are adequate funds in the account. Once completed, your claim will be paid. It is recommended to save your receipts as paperwork may need to be submitted to substantiate claims. For more information on how and where to use your card, please contact ASi at flexhelp@asibenefits.com.

## ASi AT YOUR FINGERTIPS

The ASi Smartphone Application allows you to have all of our services at your fingertips! ASi 1Mobile enables you to easily and securely access your healthcare spending accounts. You can view account balances in detail, submit healthcare account claims, and capture and upload pictures of your receipts anytime, anywhere on any iPhone, Android or tablet device.

**Note:** You must set up your ASi 1Cloud Consumer Portal to access the ASi 1Mobile App. Please refer to the [Employee Portal Login Instructions](#) to set up your portal.

WITHOUT THIS PLAN	
Gross Pay	\$2000
FICA, Federal, & State Taxes	(\$500)
Insurance Premium	(\$100)
Healthcare Expenses	(\$300)
<b>NET EARNINGS</b>	<b>\$1100</b>
WITH THIS PLAN	
Gross Pay	\$2000
Insurance Premium	(\$100)
Healthcare Expenses	(\$300)
Adjusted Gross Earning	\$1600
FICA, Federal, & State Taxes	(\$400)
<b>NET EARNINGS</b>	<b>\$1200</b>

- ### REIMBURSEABLE EXPENSES
- Deductibles, Co-Pays, & Prescription Drugs
  - Qualified over-the-counter expenses
  - Dental & Orthodontic Services
  - Eyeglass, Contacts, Solutions & Eye Surgery
  - Chiropractic Services
  - Psychiatric care & Psychologist's fees
  - Smoking Cessation Program



### Get started with ASi 1Mobile in Minutes

Simply download the ASi 1Mobile App by searching “ASi Mobile” in the Play Store for your Android or App Store for the iPhone (also compatible with iPad® and iPod touch®) and log in using the same password you use to access the ASi 1Cloud Consumer Portal.

