

The simple way to save for out-of-pocket expenses

What's an FSA?

It's a pre-tax program that you contribute money into from your paycheck, before taxes are taken out.

Contribute up to **\$3,050** in pretax dollars from your paycheck for Plan Year 2024. Your full contribution is available to use at the start of the plan year to pay for eligible health care expenses, such as:

- Copays, coinsurance and deductibles
- Dental and vision expenses
- Prescription medicine and over-the-counter items

Plus, you'll enjoy extra savings on eligible over-the-counter health care items through CVS Pharmacy® online. This gives you more purchasing power.

Ways to pay and use your funds

Pay with your PayFlex Card®

You can use your PayFlex Card to pay for your eligible expenses. The expense is automatically deducted from your account.

Pay your provider directly

You can pay for your expense with cash, a check or a personal credit card, and then use the **File a Claim** feature on your PayFlex member website to pay yourself back.

FSA reminders and tips

- Save all of your itemized statements and detailed receipts.
- View a list of common eligible expense items on **PayFlex.com**
- If a qualifying event exists, the Internal Revenue Service (IRS) allows employees to revoke or make election changes to their FSA outside of an Open Enrollment period.
- FSAs have a use-it-or-lose-it rule, which means if you don't use your funds by the end of the plan year, you'll lose them.
- Your card has an expiration date. It's valid for five years, as long as you're an active member. Before your card expires, you'll receive a new card in the mail.
- If your card is lost or stolen call Payflex right away at 1-888-879-9280 (TTY: 711).
- **After plan year 2024 ends, you have until March 31, 2025 to file a claim and pay yourself back.**



Keep it simple with the PayFlex Mobile® app

- Manage your account and view alerts.
- Snap a photo of your receipts to submit claims.
- Use our barcode scanner to verify eligible items in-store.



Note: Standard text messaging rates and other rates from your wireless carrier may apply when using the PayFlex Mobile app.

To contact PayFlex

visit **PayFlex.com** or call **1-844-729-3539 (TTY: 711).**

Monday through Friday, 7 AM to 7 PM CT, and Saturday, 9 AM to 2 PM CT.