

Joyce Manufacturing

2024

Flexible Spending Guide





Flexible Spending

What is an FSA?

Flexible Spending Accounts (FSA) provide you with an important tax advantage that can help you pay health care expenses on a pretax basis. By anticipating your family's health care and dependent care costs, you can lower your taxable income and that means you get to keep more of what you earn.

There are two types of FSA's that allow you to make deductions to pay for qualified medical expenses. The Health Care FSA allows any qualified medical expense, and the Limited Purpose FSA allows ONLY dental and vision expenses. If you are enrolling in the HSA-qualified medical plan, the Limited Purpose FSA is the only option you have available since other qualified medical expenses can be paid for by using your HSA.

To determine if a Health Care or a Limited Purpose FSA makes sense for you, estimate your eligible expected expenses for you and (if applicable) your dependents for the calendar year. This amount could be your annual election if it doesn't exceed the allowed contribution maximum.

The amount you elect is available to you at the beginning of the plan year, regardless of how much you have contributed via payroll deduction.

Please review the following information so you are aware of the rules applied to the Health Care FSA and the Limited Purpose FSA. This is only a brief summary. More information is available in the Summary Plan Description (SPD)

Important points to remember:

- You may elect to contribute the maximum amount even if your spouse is also contributing to an FSA at his or her workplace.
- The Limited Purpose FSA reimburses you ONLY for qualified dental and vision expenses not covered by insurance, like co-pays and deductibles.
- The Health Care FSA allows any qualified medical expense to be reimbursed.

Can my election be changed during the year?

After you enroll, you can't change the amount you contribute for the year, because your election stays in effect during the entire plan year (January 1 through December 31). However, if you have a "Qualified Life Event" you may change the amount of your contribution, but the change must be consistent with the event.

The following "Qualified Life Events" may permit you to change your FSA election outside of open enrollment: a change in your legal marital status; a change in the number of tax dependents; termination or commencement of employment by you, your spouse or dependent; a change in employment status that results in gaining or losing eligibility for health coverage; and Medicare or Medicaid entitlement for you, your spouse or dependent.



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FSA Benefits

An FSA saves you money. The contributions you make to an FSA are deducted from your pay before your Federal, FICA and State taxes are calculated and never reported to the IRS. The end result is that you decrease your taxable income.

A benefit of the FSA is that it is pre-funded, meaning that you will have access to your full annual election amount at the very beginning of the plan year, regardless of the amount contributed to date. That is like having a tax-free, interest-free loan to help you pay for healthcare expenses.

The FSA covers eligible expenses for you and all of your dependents, even if they are not covered under your primary health insurance plan.

How to use your FSA

You authorize your employer to deduct a pre-tax amount for your FSA from each paycheck, up to the IRS limits stated below. You pay for the qualified expenses with your Medical Mutual debit card or out of pocket, and then file a claim for reimbursement.

Your FSA Options

- Flexible Spending Account (FSA) – reduces your taxable income by setting aside pre-tax dollars to pay for eligible healthcare expenses.
- Limited Purpose Flexible Spending Account (LPF) - the LPF is for those waiving medical coverage but electing dental and vision. The LPF is limited to paying only qualified dental and/or vision expenses that are not covered by your employer's health plan or any other health plan.

FSA Contribution Limits

The 2024 Contribution limit for the FSA is \$3,200.

Medical Mutual Debit Card

Your FSA comes with a Medical Mutual debit card that lets you use the funds in your account without having to submit claims or wait for reimbursements.

Debit Card Substantiation

Substantiation is the process we use to make sure your debit card transactions meet IRS Regulations. While most transactions don't require additional paperwork, it is important to keep all receipts and paperwork in case a claim needs to be verified as an eligible expense.



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What's Covered

For a complete list of eligible expenses see IRS Publications 502: Medical and Dental Expenses. Please note that this list is a broad overview of eligible expenses; not all services provided by a provider or practitioner are eligible under IRS regulations. Examples of Eligible expenses may include the following:

MEDICAL, DENTAL & VISION

- Co-pays
- Co-insurance
- Deductibles

MEDICAL*

- Acupuncture
- Chiropractor
- Podiatrist
- Doctor fees
- Office visit
- Prescriptions
- Hospital bills
- Laboratory fees
- Medic alert bracelet
- Dermatologist
- Immunizations
- Obstetrical expenses
- Routine physicals
- X-rays
- Well baby checkups

DIABETIC SUPPLIES*

- Insulin
- Glucometer
- Syringes/Needles
- Test Strips

HEARING*

- Hearing exam
- Hearing aids
- Special batteries

THERAPY*

- Physical therapy
- Learning disability
- Psychologist fees for medical care
- Psychiatric care

VISION*

- Glasses
- Eye exam
- Contact lenses
- Contact solution
- Prescription sunglasses
- LASIK surgery
- Visine and eye drops
- Reading glasses
- Eyeglass repair kits
- Orthokeratology
- Seeing eye dog (buying, training, and maintaining)

DENTAL*

- Orthodontic
- Dentures/bridge/crowns
- Fluoride treatments & seals
- Cleanings and fillings
- Root canals
- Extractions
- Dental x-rays
- Occlusal guards
- Reconstruction/implants

BIRTH CONTROL DEVICES*

- Condoms
- Prescriptions
- Sterilization

PHYSICAL IMPAIRMENTS*

- Wheelchair
- Crutches
- Walker
- Custom made orthopedic shoes and inserts

SPECIAL NEEDS*

- Transportation to and from doctor/hospital (call for current mileage rates and guidelines)

OVER-THE-COUNTER ITEMS*

- Acid controllers
- Acne medication
- Antibiotic products
- Anti-diartheas/gas
- Anti-itch/insect bite
- Antiparasitic treatments
- Baby rash creams
- Band-aids
- Carpal tunnel wrist supports
- Cold sore remedies
- Cold/hot packs for injuries
- Cough, cold & flu
- Digestive aids
- Feminine anti-fungal/anti-itch
- Hemorrhoidal preps
- Home pregnancy tests
- Incontinence supplies
- Laxatives
- Liquid adhesive for small cuts
- Nasal strips
- Pain relief
- Sleep aids & sedatives
- Stomach remedies
- Stop smoking programs/items
- Sunscreen

MENSTRUAL PRODUCTS*

- Tampons
- Pads and liners
- Menstrual cups



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EXPENSES THAT REQUIRE A LETTER OF MEDICAL NECESSITY

The IRS allows reimbursement of the following, with a copy of the physician's statement of medical necessity, that includes the specific product/service and a diagnosis. Treatment cannot be for general health or well being. A copy needs to be submitted with every reimbursement request and a new letter needs to be reinstated every 12 months.

Health club fees/gym memberships

Nutritional supplements/vitamins

Massage therapy

Weight loss programs (i.e. Weight Watchers and Jenny Craig) - Program fees are eligible but food portions are not.

PLEASE NOTE:

This list is a broad overview of eligible expenses; not all services provided by a provider or practitioner are eligible under the IRS regulations.



EXAMPLES OF INELIGIBLE EXPENSES

The IRS does not allow reimbursement for the following:

Cosmetic surgery

Insurance premiums

Marriage/debt counseling

Eyeglass sun clips

Eyeglass or contact warranty

Prepayment of services

Special (dietary) foods

Personal care items

Diapers

Deodorant

Chapstick

Face cream or moisturizers

Eye serums or wrinkle creams

Teeth bleaching/whitening

Toothbrushes/toothpaste

Floss/flossing devices

Mouthwash

Protein shakes/meal replacement



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Example:

- Assuming 15% Federal tax, 7.65% FICA Tax (Social Security and Medicare)
+ Over-the-count items require a letter of medical necessity

	Charges	Savings
Deductible	\$500	\$113
Co-pays	\$450	\$101
Prescriptions	\$480	\$108
Contacts/Vision services	\$220	\$49
Dental	\$100	\$22
Over-the-counter items+	\$75	\$16
Total	\$1825	\$409



2024 Limits/Carry Over

**2024 Flexible Spending Account Limit per the IRS
is \$3,200**



**FSA Carryover of \$640 into 2025. Deadline for
claims is March 31, 2025.**



FSA Registration AccountLink

Access your Medical Mutual health savings account (HSA), flexible spending accounts (FSAs) or health reimbursement arrangement (HRA) on the go.

AccountLink lets you manage your Medical Mutual HSA, FSA or HRA and view your account balances, profile information, submit a claim and much more from your mobile device. Below is a detailed overview of all the features of the AccountLink app, so you can be sure you are getting the most out of your Medical Mutual accounts.

Please note: HSA, FSA and HRA plans are available based on your specific Medical Mutual plan. AccountLink provides access only to the plan(s) you or your employer selected during your enrollment.

For the best user experience, please use Apple iOS 7.0 and higher or Android version 5.0 and higher.

Download the AccountLink App

Download AccountLink app today for free from the Apple App Store® or Google Play™ by searching for AccountLink.

Getting Started

If you have Medical Mutual health benefits:

Click Sign Up to create a new account. You will need your Medical Mutual Employer ID and Employee ID to register. This information is available by logging in to My Health Plan at MedMutual.com/Member. A message promoting the AccountLink app will show your specific Employer ID and your Employee ID. Please use this information to create your mobile app account.

If you do not have Medical Mutual health benefits:

If you do not have a MedMutual.com/CDHaccounts profile, you will need your Employer ID and your Employee to sign up for your mobile account. Please call Customer Care at 1-800-384-0859 for this information before proceeding with the AccountLink app. Once you have this information, click Sign Up to proceed.

[Please refer to the Employee guides section in the Virtual Employee Site](#)



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visit [MedMutual.com/CDHaccounts](https://www.MedMutual.com/CDHaccounts) or call 1-800-525-9252.

Access your Medical Mutual FSA on the go with Medical Mutual's AccountLink Mobile App. AccountLink lets you manage your Medical Mutual FSA, view your account balance and profile information; and much more from your mobile device. Download AccountLink app today for free from the Apple App Store® or Google Play™ by searching for AccountLink.