



My Health Savings Account

Overview

A Health Savings Account (HSA) enables you to save, invest and spend funds for qualified medical expenses on a tax-advantaged basis. Unused HSA dollars roll over from year to year, making HSAs a convenient and easy way to save for future medical expenses.

You won't pay taxes (in most states) on deposits, earnings or payments for qualified medical expenses.

It's your choice to save for future health expenses or pay for current health care expenses.

Your HSA funds are yours even if you change health plans, change employers or retire.

Deposit and Invest

Contribute to your HSA by:

- Payroll contribution
- Online account-to-account transfer
- Mailing a check with a deposit slip

Invest your accumulated funds:

- Funds over \$1,000 can be invested
- Over 25 mutual funds to choose from
- Investment selections can be made on the BenefitWallet website

Pay for Qualified Medical Expenses

Pay for your expenses using your:

- Health care payment card
- Online bill pay
- Checkbook

Reimburse yourself for out-of-pocket expenses by:

- Online account-to-account transfer
- Writing an HSA check to yourself

There aren't any claim forms to submit, but be sure to keep your receipts in case the IRS asks for proof of your expenses.

HSA Resources

Available resources on www.mybenefitwallet.com include:

- Modeling tools
- Frequently asked questions
- Educational materials
- Educational video library

Call the **BenefitWallet Service Center** at 1 877.472.4200

Open an HSA

1. **Enroll in an HSA-qualified health plan**
2. **Open your HSA** online or by Master Signature Card
3. **Elect an HSA contribution** through your employer or make a deposit directly
4. **Receive a health care payment card*** after opening your HSA

5. **Receive a checkbook*** after completing a Master Signature Card
6. **Start using your HSA**

**For security purposes, your health care payment card and checkbook are mailed separately in generic envelopes.*



My Health Care Flexible Spending Account

Overview

A Health Care Flexible Spending Account (HCFSAs) allows you to use pre-tax dollars to pay for out-of-pocket qualified medical expenses.

Use it or lose it: IRS rules require that you forfeit unspent account funds at the end of the plan year, unless your employer's FSA has a grace period* or permits rollovers.

**Not all plans offer a grace period or rollover option after the plan year ends. Review your employer's plan documents for more information.*

Account Advantages

Multiple uses. There are hundreds of eligible expenses that can be reimbursed from your HCFSAs funds. Funds may even be used for eligible expenses for your spouse or federal tax dependents.

Easy to access. Paying for health care expenses is easy when you use your health care payment card. If you do not use your card, you can quickly and easily create your claim online or use the mobile app to upload your receipt documentation for reimbursement.

Paying for Eligible Expenses

Pay for your health care expenses using your HCFSAs fund via:

- Health care payment card
- Online bill pay to pay your provider directly
- Mobile app
- Pay out of pocket and reimburse yourself by creating a claim and receiving a check or direct deposit

For a complete list of eligible expenses, please see IRS Publication 502, available on [IRS.gov](https://www.irs.gov).

Helpful Resources

Available resources on www.mybenefitwallet.com include:

- Modeling tools
- Frequently asked questions
- Educational materials
- Educational video library

Call the **BenefitWallet Service Center** at 1 855.236.2400.

How to Get Started

1. Review your plan documents and IRS Publication 502 to familiarize yourself with HCFSAs eligible expenses.
2. Estimate what you will spend on out-of-pocket qualified medical expenses for the year.
3. Enroll in an HCFSAs by electing a contribution through your employer.
4. Receive a health care payment card after enrolling for your HCFSAs.
5. Incur expenses, saving your documentation.
6. Start using your HCFSAs funds.



My Dependent Care Flexible Spending Account

Overview

A Dependent Care Flexible Spending Account (DCFSA) allows you to use pre-tax dollars to pay for out-of-pocket qualified day care expenses. Your dependent must be a qualified dependent under age 13, or requires care because of a physical or mental incapacity.

Use it or lose it: IRS rules require that you forfeit unspent account funds. You have until the end of the plan year, or grace period, to incur expenses.

Account Advantages

Multiple uses. There are many types of eligible expenses for DCFSA funds.

Easy to access. Quickly and easily create your claim online or use the mobile app to upload your receipt documentation for reimbursement of qualified dependent care expenses.

The IRS allows the DCFSA and Child and Dependent Care Credit to be coordinated for tax filing. Check with your tax advisor for more information.

Paying for Eligible Expenses

Once you pay your provider for your dependent care expenses, you can be reimbursed from your DCFSA funds by creating a claim online or through the mobile app.

Dependent Care Accounts reimburse for qualified care while you are working. Care provided in a dependent day care center, care provided inside the home and summer day camp are all eligible. For a complete list of eligible expenses, please see IRS Publication 503, available on [IRS.gov](https://www.irs.gov).

Helpful Resources

Available resources on www.mybenefitwallet.com include:

- Modeling tools
- Frequently asked questions
- Educational materials
- Educational video library

Call the **BenefitWallet Service Center** at 1 855.236.2400.

How to Get Started

1. Review your plan documents and IRS Publication 503 to familiarize yourself with DCFSA eligible expenses.
2. Estimate what you will spend on qualified dependent care expenses for the year.
3. Enroll in a DCFSA by electing a contribution through your employer.*

4. Incur your expenses.
5. Start using your DCFSA funds to reimburse those expenses when the services have been fully rendered.

**Expenses can only be reimbursed up to the amount available in your account.*