

FLEXIBLE SPENDING ACCOUNTS

Each year, Collin County offers the opportunity to participate in a health care and/or dependent care flexible spending account (FSA). FSAs can help you save money by allowing you to set aside pre-tax dollars each pay period to cover dependent care and qualifying medical expenses for yourself and your dependents. New employee FSA elections take effect on the first of the month following 30 days of service.

You must make a new FSA election each year to participate.

 **FSA - Health Care:** You may set aside up to \$3,400 on a pre-tax basis to use for medical, dental, prescription, and vision expenses not paid for by your insurance. The total amount you elect to defer will be available January 1st of the plan year. You do not have to be enrolled in a medical plan through Collin County to elect an FSA.

 **FSA - Dependent Care:** You may elect to defer, on a pre-tax basis, up to \$7,500 for dependent care expenses. This account is for care of a dependent under age 13 and/or care for your spouse or eligible relative who is physically or mentally incapable of self-care and lives in your home. This account is not for dependent medical expenses. Funds are not available until the deduction has been withheld from your paycheck and deposited in your FSA.

 **Leaving County Employment:** If you leave your job with the County (whether you quit, retire, or are terminated), you can still use the money in your FSA to pay for any eligible expenses you incurred up until your last day of employment. However, note that you typically won't be able to continue using your FSA funds for new expenses incurred after your last day of employment.

 **You will receive a Health Care Flex Spending Card:** You may use the card to access the funds from your FSA for eligible expenses at the point of sale. If you elect not to use the card, you can send in receipts to UnitedHealthcare for reimbursement. See page 19 in the full Benefits Guide for more information.

 **Use It or Lose It:** Any unused funds in your flexible spending account will be forfeited. You may use FSA funds for qualifying expenses incurred through March 15th of the following year. Claims can be submitted until March 31st.

 **Account Restrictions:** You cannot move funds between health and dependent care flexible spending accounts.