

# Dependent Care (FSA)

Want to reduce your taxable income and increase your take home pay? Enroll in a Dependent Care Flexible Spending Account (FSA) and start saving money on eligible child and adult day care expenses.

Great reasons to enroll in a dependent care FSA

- Contribute pretax dollars from your paycheck, up to the Internal Revenue Service (IRS) limit of \$5,000.\*
- Funds are for your dependent(s) age 12 or younger. Or a spouse or dependent incapable of self-care.
- Pay for eligible child and adult care expenses, such as:
  - Day care
  - Before and after school care
  - Preschool and nursery school
  - Summer day camp

## Pay the PayFlex way

PayFlex makes it easy to pay for your eligible expenses.

- Use the PayFlex Card®, your account debit card: When you use the PayFlex debit card (if offered), your expense is automatically paid from your FSA.
- Pay yourself back: Pay for eligible expenses with cash, check or your personal credit card. Then submit a claim to pay yourself back. You can even have your claim payment deposited directly into your checking or savings account.
- Pay your provider: Use PayFlex's online feature to pay your provider directly from your account.

**Note:** Some PayFlex cards are used for certain expenses. Check your plan details to confirm.

## Things to keep in mind

- View the IRS contribution limits and a list of common eligible expense items on the PayFlex member website.
- FSAs have a use-it-or-lose-it rule. This means you'll lose any unused funds at the end of the plan year.
  - o The run out period gives you extra time to submit claims to pay yourself back.
  - o If your plan has a grace period, you'll have additional days to use your funds.



- You can change your contribution if you have a change in status.\*\* Such as marital and employment status, number of tax dependents, etc.
- To use your dependent care funds, you must be working. If you're married, your spouse must either be working, looking for work, a full-time student or incapable of self-care.
- You can change your contribution if:
  - o There is a change in your provider
  - o There is a change in the cost for a provider

## It's a simple tap with the PayFlex Mobile® app

- Manage your account and view alerts
- Snap a photo of your receipts to submit claims
- View PayFlex debit card transactions
- View common eligible expense items, and more

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

## Questions?

Log in to your PayFlex member website and click Help & Support.

\*These limits are subject to change, and some employers may set a lower limit. Please check your plan details for how much you can contribute.

\*\*You must apply for a change in your election through your employer. See your employer's Summary Plan Description for specific details about your plan.