New York State

FSA

Flex Spending Account

Dependent Care Advantage Account • Health Care Spending Account

A state employee benefit that puts money in your pocket

Apply Online

Quick • Easy • Secure

Paperless Enrollment

www.flexspend.ny.gov

Save on your out-of-pocket health care expenses when you enroll in the Health Care Spending Account and on your child or dependent care expenses when you enroll in the Dependent Care Advantage Account.

2014 Open Enrollment Period

September 30 - November 8, 2013

What is the FSA?

The **Flex Spending Account (FSA)** is a state employee benefit that saves you money by allowing you to pay for certain expenses with pre-tax dollars. Under this program, you can choose two benefits:

The **Health Care Spending Account (HCSAccount)** currently lets you set aside any amount from $100 up to $2,500 for the 2014 tax year to pay for health care expenses that are not reimbursed by your health insurance or other benefit plan. However, only medically necessary medical, hospital, dental, vision, hearing, and prescription drug expenses for you, your spouse, and your eligible dependents can be reimbursed by your HCSAccount. The maximum contribution may be subject to change annually since it is indexed to inflation.

The **Dependent Care Advantage Account (DCAAccount)** allows your family to set aside up to $5,000 in pre-tax salary for eligible child care, elder care, or disabled dependent care expenses that are necessary for you and your spouse, if you are married, to work.

Who's eligible to enroll in the HCSAccount and DCAAccount?

Both benefits are open to New York State employees of Executive Branch state agencies, the Legislature, and the Unified Court System. Employees of the Roswell Park Cancer Institute, NYSERDA, Liquidation Bureau, and EFC are also eligible to participate. However, employees who wish to enroll in the **HCSAccount** also must:

- be either permanently employed or expect to be employed for the entire calendar year in which they plan to enroll in the HCSAccount (employees who work on a semester or school year basis are also eligible)
- be annual-salaried
- work at least half-time
- meet the eligibility criteria for enrollment in the New York State Health Insurance Program (NYSHIP) and
- if an Executive Branch employee, be either M/C or represented by CSEA, PEF, UUP, NYSCOPBA, Council 82, PBANYS, DC-37, PBA, or NYSPIA.

Casual, seasonal, hourly, per diem, fee-basis, and session employees, as well as retirees, are **not eligible** to enroll in the HCSAccount. Employees of the SUNY Research Foundation and HRI are **not eligible** to enroll in either the HCSAccount or DCAAccount.

Apply online with our easy paperless application process

It is easy to enroll in the Flex Spending Account. Just submit your application for enrollment in either or both programs online at ***www.flexspend.ny.gov***. If you do not have access to the Internet, apply by telephone at 1-800-358-7202. You will need your NYS EMPLID number, which is located on your paystub, to complete your application.

The deadline for 2014 enrollment is November 8, 2013 and is strictly enforced. Please be sure to enroll by November 8. If you are enrolled for the 2013 plan year, you must re-enroll to continue your benefits in 2014.

Health Care Spending Account

Eligible Expenses

Breast pumps ◆ Chiropractic care ◆ Contact lenses ◆ Copayments ◆ Crutches ◆ Deductibles ◆ Dental care ◆ Dental implants ◆ Dentures ◆ Diagnostic tests ◆ Eyeglasses ◆ Hearing aids ◆ Infertility services ◆ Lab fees ◆ Laser eye surgery ◆ Orthodontia ◆ Over-the-counter drugs (must be prescribed by a doctor) ◆ Physical therapy ◆ Psychiatric services ◆ Surgery ◆ Travel expenses ◆ Wheelchairs

Ineligible Expenses

Cosmetic procedures ◆ Dance lessons ◆ Electrolysis ◆ Exercise classes ◆ Exercise equipment ◆ Hair transplants ◆ Health club membership fees ◆ Herbal remedies ◆ Holistic medicines ◆ Homeopathic remedies ◆ Insurance premiums ◆ Marriage counseling ◆ Meal replacements ◆ Non-medically necessary treatment ◆ Pilates ◆ Teeth whitening/bonding ◆ Tennis and sports lessons ◆ Yoga

Dependent Care Advantage Account

Eligible Expenses

Adult daycare ◆ Au pair ◆ Babysitter ◆ Before/after-school programs ◆ Child care center ◆ Family daycare provider ◆ Home aide ◆ Nursery school ◆ School-age holiday care ◆ Summer day camp

Ineligible Expenses

Activity fees, t-shirts, books ◆ Care for individuals who do not live with you ◆ Child support ◆ College tuition ◆ Deposits or registration fees ◆ Diaper service ◆ Enriched programming ◆ Insurance fees ◆ Meals ◆ Medical expenses ◆ Overnight camp ◆ Residential nursing home ◆ Supplies ◆ Transportation fees ◆ Tuition (kindergarten and up)

Employer Contribution

Executive branch state agency employees who are M/C or represented by CSEA, PEF, UUP, Council 82, or NYSCOPBA, or are employed by the Legislature are eligible for the DCAAccount Employer Contribution. Employees of Roswell Park Cancer Institute, NYS Energy Research and Development Authority, and the Environmental Facilities Corporation are also eligible for the Employer Contribution.

The 2014 Plan Year Employer Contribution Rates for Eligible Employees are:

If Your Salary Is...	The Employer Contribution Is...
Under $30,000	$800
$30,001 - $40,000	$700
$40,001 - $50,000	$600
$50,001 - $60,000	$500
$60,001 - $70,000	$400
Over $70,000	$300

What's the catch? Use it or lose it!

The key is to estimate your expenses carefully. According to IRS regulations, if you overestimate your costs you will lose any money that remains in your account at the end of the calendar year.

I want to save money on my health care or dependent care expenses and I think this program can help me. Where can I get more information? Visit the Flex Spending Account website at ***www.flexspend.ny.gov*** to view program details online or to order the 2014 Flex Spending Account enrollment book. You can also call the FSA Hotline at 1-800-358-7202 for more information, where customer service representatives are ready to assist you. Or, you can email us at ***fsa@goer.ny.gov***.

Enrollment Deadline—November 8, 2013

Fast, easy paperless enrollment

The Flex Spending Account is free and easy to use

- Simple, Paperless Application Process
- Online Access to Your Account
- Toll-Free FSA Hotline
- Online Tax Calculators
- 24-Hour Interactive Voice Response Service
- Toll-Free Fax Line for Claims
- Secure Online Claims Submission
- Direct Deposit Option
- No Fees

www.flexspend.ny.gov

FSA Hotline 1-800-358-7202

fsa@goer.ny.gov

New York State Governor's Office of Employee Relations

Andrew M. Cuomo, Governor

The Flex Spending Account is sponsored by the Work-Life Services Advisory Board and the Joint Labor-Management Committees on Health Benefits, the Governor's Office of Employee Relations, the Civil Service Employees Association, Public Employees Federation, United University Professions, NYS Correctional Officers & Police Benevolent Association, Inc., Council 82, District Council 37, Police Benevolent Association, New York State Police Investigators Association, Police Benevolent Association of New York State, Inc. and the Graduate Student Employees Union.

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