

## The PayFlex® 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 (if offered) to pay your provider directly from your account.

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

**Quick tip:** Save your itemized statements and detailed receipts of your expenses, as well as your Explanation of Benefits from your insurance carrier.

\*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.

## 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.
  - The run out period gives you extra time to submit claims to pay yourself back.
  - 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:
  - There is a change in your provider
  - 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**.

\*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.

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Note: Standard text messaging and other rates from your wireless carrier still apply.

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