Flexible Spending Account

FAQs – Healthcare FSA, Dependent Care FSA, Limited Purpose FSA

Definition: Approved
Expense has been deemed eligible for disbursement

Definition: Authorized
FSA debit card transaction has passed MasterCard and BPS online checks

Definition: Ineligible
Requires you submit payment to NueSynergy as a this transaction has been deemed to be ineligible

Definition: Ineligible – Partial Manual Offset
This FSA debit card transaction was marked ineligible by NueSynergy. A manual claim was subsequently submitted and used to offset.

Definition: Insufficient Documentation
The documentation provided is insufficient, please send an itemized receipt or additional information to NueSynergy.

Definition: New
FSA debit card transaction has been authorized. This expense may require additional substantiation.

Definition: Pending
A pending status requires you to submit a corresponding receipt and/or itemized statement to NueSynergy for a FSA debit card transaction or manual FSA claim. If this information is not received in 60 days, the transaction will move to an ineligible status.

Definition: Resolved
A previously ineligible FSA debit card transaction or manual FSA claim has been determined to be eligible or documentation for an ineligible FSA debit card transaction or manual FSA claim has been received.

Definition: Resolved – Manual Claim Offset
This FSA debit card transaction was marked ineligible and was offset by one or more subsequent manual FSA claims. This transaction is no longer contributing to your balance due and requires no further action.

Q: What is the difference between a Health Care FSA, a Dependent Care FSA, and a Limited Purpose FSA?

A: For all three account types, pre-tax contributions are made through regular payroll deductions and maintained in your different FSA accounts. As qualified expenses are incurred, you are reimbursed from the account with your pre-tax dollars. Under the **Health Care FSA**, medical, dental, and vision expenses that are not covered by insurance can be reimbursed through a health care spending account. The **Dependent Care FSA** allows you to be reimbursed for dependent care costs for a child under the age of 13 or for a child, spouse, or dependent who is physically or mentally incapable of self-care. If you have a Health Savings Account (HSA), enrolling in a **Limited Purpose FSA** allows you to save your HSA dollars while still being able to be reimbursed for dental & vision expenses.

Q: Where can I go to find out what expenses are considered eligible under a Health Care FSA, Dependent Care FSA, and/or a Limited Purpose FSA?

A: The easiest way to find out if an expense is considered eligible is to go to www.KansasFSA.com. There you will find an extensive list of eligible FSA expenses. These expenses are determined by the IRS/Department of Treasury Publications 502 and 503. These publications are available at www.IRS.gov.

Q: What is the deadline for incurring an eligible expense within a plan year and for filing a claim?

A: If you have a positive balance in your Health Care FSA or Limited Purpose FSA at the end of the plan year, December 31, you have until April 30 following each plan year to file a claim for reimbursement. All expenses for Health Care FSA, Limited Purpose FSA, and Dependent Care FSA must be incurred by December 31.

Q: If I experience a Qualifying Event, when will the change become effective?

A: According to Section 125 of the IRS tax code, all eligible changes must be made on a prospective or “future forward” basis. Participants have 31 days to inform the SEHP, in writing, of a qualified change in status. The effective date of the change will be first of the month following the receipt and approval of the change request by the SEHP. For example, if a participant gets married on March 32 and does not submit a Change in Status form requesting to increase/decrease their contribution until April 10, the effective date of the change would be May 1.

Q: If I acquire a dependent child after the first of the year through either childbirth, adoption, or via court-order can I still set up a Dependent Care FSA account?

A: Yes, the acquisition of a dependent through childbirth, adoption, or court-order custody is considered a qualifying event and a Dependent Care FSA may be established. This child must be under 13 years of age to be considered eligible.

Q: If I become effective after the first of the year can I still contribute the annual maximum of $2,550 to a Health Care FSA or Limited Purpose FSA?

A: Yes, the State of Kansas will still allow participants to contribute up to the maximum amount for the Health Care FSA and Limited Purpose FSA of $2,550.

Q: If I become effective after the first of the year can I still contribute the annual maximum of $5,000 to a Dependent Care FSA?

A: Yes, the State of Kansas will still allow participants to contribute up to the maximum amount for the Dependent Care FSA of $5,000.

Q: If my spouse loses their job can I reduce my FSA contribution?

A: No, when a spouse loses their job a stop or reduction of their Health Care FSA is not allowed. The only change that can be made is an increase in the participants FSA contribution if the spouse had an FSA at their previous job.

Q: If I go on a leave of absence, what are my contribution options?

A: When a participant goes on a leave of absence there are three options available:

1. Make a lump-sum pre-payment for the time you're going to be gone, if known.
2. Make after-tax contributions via personal check to SEHP while on leave.
3. Any missed contributions while an employee is on leave can be spread out over the remaining paychecks upon their return from leave.

Note: If catch up contributions are not made then the absence will be considered a period of no coverage and claims incurred during this time will not be reimbursable.

Q: Will the FSA debit card continue to be an option for future plan years?

A: Yes, the FSA debit card will be available for free for future plan years on a voluntary basis. For more information please see the Debit Card FAQs.

Q: What happens to my FSA if I retire or leave State employment mid-year?

A: When a participant leaves State employment their FSA accounts will terminate at the end of the month following their last date of employment. For Health Care FSAs and Limited Purpose FSAs, expenses incurred while active may continue to be submitted for reimbursement through April 30 of the following year.

For the Dependent Care FSA, expenses may continue to be incurred after the termination date and submitted for reimbursement until the end of the plan year or until funds are exhausted.

Q: Example: My 15 year old step-child will be living with me until the end of the school year. After that, they are moving in with their biological father. I had included their expenses when calculating my annual election during Open Enrollment. Can I lower my contribution amount after they move out?

A: Yes, a change in residence of a dependent child is a qualifying even that allows for a mid-year election change.

Q: When I submit a Dependent Care FSA claim should I claim only what I've contributed for that month or what I actually incurred in daycare costs?

A: You should claim what you actually incurred in daycare costs. NueSynergy will keep track of your Dependent Care FSA claim and will reimburse you as contributions are made to the account.

Q: Where do I send my additional documentation for pending FSA claims?

A: You can submit documentation for pending FSA claims with your free NueSynergy Mobile App, your online account at www.KansasFSA.com, or by emailing, mailing or faxing to the below contact information.

NueSynergy, Inc.
4601 College Blvd, Ste. 280 Leawood, KS 66211
Email: CustomerService@NueSynergy.com
Phone: 913.953.8398, Toll-Free: 855.750.9440, Fax: 855.890.7238

Further Questions?

NueSynergy is the administrator for your plan. We can be reached at 855.750.9440 Monday-Friday from 7:30AM – 5:00PM, CST