

# Flexible Spending Accounts

## Benefits

Marshfield Clinic Health System offers three types of flexible spending accounts (FSAs). The plan year for the FSAs is April 1 through March 31. Employees have 60 days from the end of the plan year or coverage end date to submit eligible expenses for reimbursement.

Diversified Benefit Services (DBS) administers all three plans. The contact information for DBS is **262-367-3300** or online at [www.dbsbenefits.com](http://www.dbsbenefits.com).

The DBS website has extensive information regarding flexible spending accounts. Just click on participant resources for frequently asked questions, forms and information regarding how to file a claim.

The employer PIN when creating a user login is *Marshfield Clinic*.

### Medical Expense FSA:

- A Medical Expense Flexible Spending Account (MEFSA) is available to benefit-eligible employees at the Health System who do not contribute to a Health Savings Account (HSA).
- Contributions are made on a pre-tax basis with a minimum contribution of \$100 and a maximum of \$3,200.
- Participants are able to carry over up to \$640 only to the next plan year.
- Employees do not need to be enrolled in an MCHS health insurance plan to participate in the MEFSA

### Limited Purpose FSA:

- A Limited Purpose Flexible Spending Account (LPFSA) allows a participant to remain HSA eligible and take advantage of a FSA for limited health care expenses.
- Contributions are made on a pre-tax basis with a minimum contribution of \$100 and a maximum of \$3,200.
- Participants are able to carry over up to \$640 only to the next plan year.

### Dependent Care FSA:

- A Dependent Care FSA enables working parents to pay for child care using pretax earnings.
- Contributions are made on a pre-tax basis with a minimum contribution of \$100 and a maximum of \$5,000.
- The \$640 carry over does not apply to the Dependent Care FSA.

The IRS has guidelines regarding eligible expenses that can be reimbursed through a FSA. Here is a link to IRS Publication 969 outlining that information: <https://www.irs.gov/forms-pubs/about-publication-969>.

Section 125 Dependent Care participants are responsible for completing and attaching form 2441 to their 1040 tax form. Rulings and publications issued by the IRS can be found at [www.irs.gov](http://www.irs.gov).

Please note that this is only a brief summary of these benefit plans and that the Plan Document overrules all other documents at all times. A complete copy of the plan document can be found on the Benefits Library/Flex Spending Accounts.



Marshfield Clinic  
Health System