

## **FOCUS Newsletter**

October 2018



## **DEADLINE TO SUBMIT 2019 FSA ENROLLMENT FILES**

Flexible Spending Account (FSA) enrollment files for calendar plan years renewing on January 1, 2019 must be received by ASIFlex on or before **Monday, November 26th.** Please work with your ASIFlex account manager to facilitate an efficient and timely open enrollment process!

November 26

## **How to Spend Remaining FSA Funds?**

Many flexible spending account (FSA) plan years are coming to a close on December 31st. Some participants have remaining funds and may be wondering how to spend those dollars wisely. Here are some end-of-year suggestions to use remaining funds. We encourage you to share this information with plan participants.

✓ Mileage Expense—Mileage expenses incurred for travel to obtain health care are eligible. Each time you visit your doctor, dentist, pharmacy, vision care provider, etc., you can claim up to \$.18 per mile for travel in 2018! Here is an example showing how to complete a claim form for mileage expenses—no supporting documentation is needed.

Date(s) of Service	Health Care Provider	Type of Expense (Office Visit, Crown, Eyeglasses, Rx, etc.)	Patient Name	Relationship to You	Amount Requested
1/15/2018	CVS Pharmacy	Mileage Round Trip-20 miles	Susan	Self	\$ 3.60
2/27/2018	JJ Jones, DDS	Mileage Round Trip-30 miles	James	Spouse	\$ 5.40
3/26/2018	JR Smith, MD	Mileage Round Trip-40 miles	Sally	Child	\$ 7.20
4/20/2018	Brown Eye Clinic	Mileage Round Trip-50 miles	Jimmy	Child	\$ 9.00
5/10/2018	Oncology Associates	Mileage Round Trip-175 miles	Susan	Self	\$31.50
				Total	\$56.70

✓ Prescriptions—If you've accumulated several pharmacy receipts during the year or cannot find those receipts, just ask your pharmacy for a print-out of your year-to-date prescriptions! It's easy and eliminates the need for all those little pharmacy receipts.

✓ Over-the-Counter Health Care Supplies—There are thousands of over-the-counter (OTC) health care products eligible under health care FSAs! This includes things such as Band-Aids, sunscreen, contact lens supplies & solutions, breast pumps, diagnostic tests & monitors, first aid kits & supplies, insulin and diabetic supplies, pill holders, pill splitters, OTC reading glasses, eyeglass cleaning tissues, thermometers and many others! To learn more about these products, go to asiflex.com and click on the FSA Store icon. Please share this coupon code with your employees for \$5 off at FSA Store.



About the Company: ASIFlex and ASI COBRA provide third-party benefit administration service solutions to clients nationwide. ASIFlex provides account-based administration for Flexible Spending Accounts (FSAs), Health Reimbursement Arrangements (HRAs), Health Savings Accounts (HSAs) and Parking/Transit Commuter Benefits. ASI COBRA provides COBRA and direct/retiree billing solutions. Formed in 1983, **ASIFIex** specializes in serving public and private sector clients nationwide significant experience with State, County, City and local government entities. ASI focuses on providing exemplary customer service and leveraging technology to provide improved service delivery.

## FSA | HRA | HSA | COMMUTER | COBRA | DIRECT BILLING IT'S WHO WE ARE. IT'S WHAT WE DO.

WWW.ASIFLEX.COM | WWW.ASICOBRA.COM

This FOCUS newsletter is intended for ASIFlex and ASI COBRA clients and provides general information that may be related to ASI services or the benefit plans sponsored by ASI clients. For questions or comments regarding this FOCUS newsletter, or to subscribe or unsubscribe, email marketing@asiflex.com.

Address: 201 West Broadway, Bldg. 4C, Columbia, MO 65203

