



As you and your family continue to make important decisions about medical and child care expenses, there is a valuable opportunity we want to share with you. The IRS has provided guidance that allows employers to offer participants the opportunity to **activate, increase, decrease, or revoke a 2021 Flexible Spending Account for Dependent and/or Health Care (FSA)** election without a family status change or qualified life event. Active residents, fellows or interns who took a previous opportunity in 2021 to change their FSA are still eligible for this opportunity.

Note that, per IRS rules, you cannot decrease your FSA election below what you have already deducted from paychecks or spent on claims (whichever is greater) in 2021. Refunds of deducted money are not allowed. See below for details.

### **Send in your FSA Elections or Change before the June 30, 2021 deadline:**

#### Newly Electing an FSA:

1. **Is FSA Right for Me?** Take a look at your household's calendar and budget. What health and dependent care needs do you anticipate having in the remainder of 2021, based on the information you have now? Compare your household's needs to examples of eligible FSA expenses and correct FSA use at [z.umn.edu/flexspending](https://z.umn.edu/flexspending).
2. **Fill out** the 2021 [Special Opportunity Enrollment in an FSA Form](#) (pdf).
3. **Send in your form by June 30, 2021** to [umshbo@umn.edu](mailto:umshbo@umn.edu) or by post mail to the Office of Student Health Benefits, 410 Church St SE, N323, Minneapolis, MN 55455. You will receive your FSA debit cards and more information in the mail from the University's FSA provider, WEX, two to three weeks after enrollment.

#### Changing Current FSA Elections:

First, check what's in your FSA balance(s) on your [FSA portal from WEX \(formerly Discovery Benefits\)](#), then decide if you want your 2021 annual dollar amount(s) to increase, decrease, or stop completely. No additional documentation is required.

- Fill out the [Special Opportunity FSA Change Form](#) (pdf) to increase, decrease, or revoke (stop) your 2021 FSA.
- Send your form by June 30, 2021 to [umshbo@umn.edu](mailto:umshbo@umn.edu) or by postal mail to the Office of Student Health Benefits 410 Church Street SE, N323, Minneapolis, MN 55455.

Once your form is received, your FSA deduction will be stopped as soon as administratively possible. Depending on the volume of requests we receive and the timing of your form's arrival, it could take up to two pay periods.

## Facts to Know:

- **Meet your FSA.** Visit [z.umn.edu/flexspending](https://z.umn.edu/flexspending) to learn about how to use an FSA, what an FSA can be spent on, and how an FSA can save money for you and your family.
- **Paper claims versus debit claims.** If you've recently requested reimbursement on an FSA-eligible expense by filing a claim with a WEX (formerly Discovery Benefits) paper form, please know that the paper form has a longer processing time, and if your cancellation or decrease lands before your claim, this will lead to claim denial. WEX is adding lag time to try to prevent this, but it is still likely. This does not apply to debit card claims.
- **Go-forward basis.** Any additions you make must be spent after the change becomes effective. For example, if you enroll in a 2021 Health Care FSA on June 15, 2021, you cannot reimburse yourself for an eligible expense on June 1, 2021.
- **Decrease Limits.** You cannot decrease your 2021 FSA(s) below the amount that has already been deducted from paychecks or spent. For example, if your 2021 Health Care FSA election is \$2,700, you have had \$500 deducted, and you have spent \$600 from that FSA, the lowest annual election you can decrease it to would be \$600/annually.
- **Increase Limits.** You cannot increase the amount above the maximum amount, which is \$5,000 for dependent care and \$2,750 for health care.
- **Payroll Deduction.** Your new election amount will be deducted in equal portions from your paychecks for the rest of 2021.

**Questions?** Feel free to contact a WEX (formerly Discovery Benefits) FSA representative by calling 1-844-561-1333, or a University OHR Contact Center representative by calling 612-624-8647 and choosing Option 1, calling 800-756-2363, or emailing [benefits@umn.edu](mailto:benefits@umn.edu).

We hope this special opportunity gives you and your family a chance to make beneficial updates that meet important needs. **Remember to take action by June 30, 2021.**

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410 Church Street SE, N323  
Minneapolis, MN 55455  
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Fax: 612-626-5183 or 1-800-624-9881  
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