

# BEST BENEFITS BULLETIN

Number 2003-3, 5 Aug 03

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BEST Homepage: [www.afpc.randolph.af.mil/dpc/best/menu.htm](http://www.afpc.randolph.af.mil/dpc/best/menu.htm)

EBIS: [www.afpc.randolph.af.mil/dpc/BEST\\_GRB/EBIS.htm](http://www.afpc.randolph.af.mil/dpc/BEST_GRB/EBIS.htm)

## Flexible Spending Account (FSA) Program Update

### ***FSA Administrative Fees***

Good news! The Department of Defense (DoD) has made the decision to pay the Flexible Spending Account (FSA) administrative fees associated with enrollment in the FSA program. The administrative fees are \$4 per month per participant for a health care FSA (HCFSA) and 1.5% of the annual allotment per participant for a dependent care FSA (DCFSA).

If you enrolled during the Initial FSA Open Season (19 May - 27 Jun 03), deductions will begin for the pay period 7 - 20 Sep 03, with its corresponding pay date of 26 Sep 03. Only expenses incurred from 1 Sep - 31 Dec 03 are reimbursable. And SHPS, the FSA program administrator, will not be deducting administrative fees from your account!

As a reminder, with FSAs, you can use pre-tax allotments to pay for certain health care expenses that are not reimbursed by any other source and not claimed on your income tax return. The HCFSA is for employee expenses, and the DCFSA is for eligible dependent care expenses.

### ***Belated FSA Enrollment***

Did you miss the deadline for enrollment in the FSA program for plan year 1 Sep - 31 Dec 03? Contact an FSA customer service representative at 1-877-372-3337 (or TTY 1-800-952-0450) to discuss the possibility of a belated enrollment. Act today -- belated enrollment may end soon!

### ***FSA Annual Open Season***

The next open enrollment period for plan year 1 Jan - 31 Dec 04 is scheduled for 10 Nov - 8 Dec 03.

### ***More Information***

General information on the FSA program is available on the BEST Homepage under "Flexible Spending Accounts." For detailed, specific information, please visit the FSAFEDS Web site at <http://www.fsafeds.com>, or contact an FSA customer service representative at the above phone numbers.