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Flexible Spending Account Worksheet

When determining how much you would like to contribute to your Flexible Spending Account, you should keep in mind the following:

- In most cases, an employee may not make a mid-year change in the amount he or she has elected to contribute to a Flexible Spending Account.
- Money remaining in a Flexible Spending Account at the end of the plan year must be forfeited. However, up to $680 of unused funds may be carried over from one year to the next (if applicable to your plan). In addition, any amount that is carried over does not count toward the maximum contribution limit.
- Over-the-counter medicines and drugs (other than insulin) are only reimbursable if accompanied by a prescription.

This worksheet can be used to estimate how much you should elect to contribute to your Flexible Spending Accounts.

Health Flexible Spending Account Expenses not covered by insurance may include:	
Deductibles, coinsurance or copayments	$
Dental care (exams, fillings, crowns, orthodontia, dentures, bridgework, partials)	$
Hearing care (exams, hearing aids, batteries)	$
Infertility treatment	$
Insulin and diabetic supplies	$
Prescription drugs (e.g., cholesterol medications)	$
Transportation expenses (to receive medical care)	$
Vision care (exams, contacts & supplies, eyeglasses, laser surgery)	$
Weight loss program (done at doctor's direction to treat an existing disease)	$
Wheelchairs and other special equipment	$
Other	$
Annual Health Flexible Spending Account Election	$

Dependent Care Flexible Spending Account Annual maximum allowable expense of $7,500.	
Day babysitters/Day care centers (day care expenses for dependents up to age 13)	$
Elder care	$
Day camp	$
After-school programs	$
Nursery school	$

Total pretax contributions to Flexible Spending Accounts:	$