

DEPENDENT CARE FLEXIBLE SPENDING ACCOUNT

Eligibility

Employee

Faculty and staff are eligible to participate in the Dependent Care Flexible

Employee Plus One

University benefits eligibility is extended to an Adult Designee of the same or opposite gender who meets all the following criteria:

- f* Has resided in the same residence as the employee for at least the past consecutive 12 months and intends to remain so indefinitely;
- f* Is at least 19 years old;
- f* Is directly dependent upon, or interdependent with, the employee, sharing a common financial obligation that can be documented in a manner prescribed by the university; and
- f* Is not currently married to or legally separated from another individual under either statutory or common law.

Additional Employee Plus One information may be found at the [legally separated](#)

hire (if first working day is Jan.

Marriage

Coverage changes due to marriage will be effective on the first

Benefits Summary

WageWorks is the plan administrator for the Flexible Spending Account (FSA) program. The Dependent Care Flexible Spending Account can

Contributions not used by the end of the calendar year will be forfeited.

Employees who participate in both the Health Care and Dependent Care Accounts may not use money from one account to cover expenses in the other account.

In general, an employee and their spouse may not participate in the Dependent Care Flexible Spending Account unless both are working.

Employees may file health care claims at any time during the year with WageWorks by mail, fax, online, or EZ mobile application. Flexible Spending Account Claim Forms may be downloaded from this webpage or the WageWorks website.

WageWorks provides several

- ¾ the earned income of the employees' spouse for the calendar year (spouse will be deemed to have earned income of \$250 (\$500 for two or more Qualifying Individuals) for each month in which spouse is (a) physically or mentally incapable of self care; or (b) a full time student); or
- ¾ either \$5,000 or \$2,500 for the calendar year, depending on the employees' marital and tax filing status.

- f* Expenses are incurred for services rendered after the date of the employees' election to receive Dependent Care Flexible Spending Account benefits and during the Plan Year to which the election applies.
- f* Expenses are incurred in order to enable the employee (and their spouse, if married) to be gainfully employed, which generally means working or looking for work. There is an exception: If spouse is not working or looking for work when the

WageWorks contact information for submitting FSA claims or questions.

Phone Number – (855) 428 0446

Fax Number – (855) 291 0625

Mailing Address – Attention Claims Administrator, P.O. Box 14326, Lexington, KY 40512

Website – www.wageworks.com/

[Dependent Care Flexible Spending Account Claim Form](#)

January 14, 2021