

# Flexible Spending Accounts (FSAs) at Gallagher



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## Health Care FSAs and Dependent Care FSAs

### WHAT YOU NEED TO KNOW AND HOW TO GET STARTED.

All Gallagher employees have access to two types of FSAs. You can benefit from the tax savings benefits of both, one or none, depending on what best fits your life. Here's how they differ in function and opportunity:

#### HEALTH CARE FSA

To help with the cost of out-of-pocket medical expenses, Gallagher provides you the opportunity to set aside pre-tax funds from your pay into a Health Care FSA, which can be used for eligible medical expenses<sup>1</sup> such as:

- **[Full Purpose FSA] PPO+HCA medical plan or no Gallagher medical plan:** deductible, coinsurance, prescription, dental, vision and other IRS-defined eligible expenses.
- **[Limited Use FSA] PPO+HSA medical plans:** all dental and vision expenses, medical/Rx plan expenses incurred after deductible is met.<sup>2</sup>

#### What else you need to know.

##### Can I enroll in the Health Care FSA regardless of my medical plan enrollment?

Yes. Enrollment in the Health Care FSA is not contingent upon your enrollment in a Gallagher medical plan. However, if you enroll in the PPO+HSA1 or PPO+HSA2 medical plan, your health care FSA will be set up and administered as a Limited Use FSA.

##### How much can I set aside?

Any amount between \$100 and \$3,050 annually (*subject to IRS changes*). Your full annual contribution amount is available for use January 1. However, your annual contribution will be evenly divided and deducted from your paycheck throughout the year.

##### By what date do I have to use the funds?

Expenses need to be incurred during the calendar year and submitted by April 15 of the following year. You can roll over a limited amount to the following year.

##### How do I access the funds?

Funds will be accessible through a Health Equity issued debit card, direct payment to your providers, or directly to you for reimbursement of expenses previously paid.

#### DEPENDENT CARE FSA

To help offset the cost of child care or elderly care for a family member, Gallagher provides the opportunity to set aside pre-tax funds from your pay into a Dependent Care FSA, which can be used for eligible care expenses<sup>1</sup> such as:

- Child care for dependents under the age of 13
- Care for elderly and disabled adults that meet certain IRS criteria

#### What else you need to know.

##### Can I enroll in the Dependent Care FSA regardless of my medical plan enrollment?

Yes. Enrollment in the Dependent Care FSA is not contingent upon your medical plan. However, you must have eligible dependents in order to enroll in the Dependent Care FSA.

##### How much can I set aside?

Any amount between \$100 and \$5,000<sup>3</sup> annually (*subject to IRS changes*). Your annual contribution will be evenly divided and deducted from your paycheck throughout the year. Your full annual contribution amount is not available on January 1, but rather funds are available for use as your balance accrues throughout the year.

##### By what date do I have to use the funds?

Expenses need to be incurred during the calendar year and submitted by April 15 of the following year. Funds do not roll over year-to-year. What you don't use, you lose.

##### How do I access the funds?

Direct payment to your providers, or directly to you for reimbursement of expenses previously paid.

Visit Gallagher One for more information on FSAs. **TO ENROLL:** Choose to participate in an FSA during Annual Enrollment or a qualifying life event.

<sup>1</sup>As defined by the IRS Publication 969. <sup>2</sup>If an employee is not enrolled in a Gallagher medical plan, but enrolled in a high deductible health plan (HDHP) elsewhere, they cannot use their Health Care FSA as a full purpose account. It is the employee's responsibility to comply with IRS rules. <sup>3</sup>Aggregate limit across all employers for the calendar year.