OPEN ENROLLMENT for the
Health Care Flexible Spending Account (HCFSA) and/or
Dependent Care Flexible Spending Account (DCFSA)
STARTS 04/22/2019 at 8:00 a.m. Closes 05/10/2019 at 5:00 p.m. (MDT)

1. Review Health Care Flexible Spending Account and Dependent Care Flexible Spending Account information at https://www.cu.edu/employee-services/benefits-wellness/current-employee/hsa-and-fsa. CU Employee Services may also provide additional information during their open enrollment timeframe. The only options available to CU GME residents and fellows through CU Employee Services Open Enrollment are the Dependent Care Flexible Spending Account (DCFSA) and the Health Care Flexible Spending Account (HCFSA).

2. If you choose to enroll in the HCFSA and/or DCFSA, log in to the employee portal from 8 a.m. Monday, April 22 – 5:00 p.m. Friday, May 10 and complete the enrollment procedure. Another option to enroll is to complete and submit the Benefits Enrollment/Change Form, located on the CU Employee Services website. If completing an enrollment form, return the form DIRECTLY to Employee Services, not the GME office. Keep a copy for your records and save your fax confirmation if faxing your form. Address and fax number are shown on the form. Forms must be received by 5:00 p.m. on May 10, 2019. No exceptions are made to the enrollment deadline.

3. For additional information, or questions regarding the Dependent Care Flexible Spending Account (DCFSA) and/or the Health Care Flexible Spending Account (HCFSA), contact a CU Employee Services Benefits Professional at 303-860-4200, option 3 or benefits@cu.edu.

4. Your medical, dental, vision care, life and disability plans are through CU GME. The CU portal does not show information regarding your CU GME coverages and enrollment for these coverages is not available through CU Employee Services. Open/Annual Enrollment dates for CU GME Health/Dental Plan and the optional EyeMed Vision Plan are 4/19/2019 – 5/10/2019. Review information posted in MedHub and take action as it applies to you. No exceptions are made to the enrollment deadlines.

Health Care Flexible Spending Account (HCFSA)
Allows pre-tax deduction from your stipend, minimum of $10 per month up to $2,700 each calendar year, for you to use to pay for certain eligible out-of-pocket medical, dental and vision expenses not covered or reimbursed by your insurance and incurred by you or your federal tax dependent(s).

Dependent Care Flexible Spending Account (DCFSA)
Allows pre-tax deduction from your stipend, minimum of $10 per month up to $5,000 ($2,500 if you are married and file your taxes separately) each plan year, for you to use to pay for the cost of caring for your federal tax dependents so you (and your spouse, if you are married) can work, look for work or attend school full time. This contribution is not for your dependent spouse’s or children’s healthcare expenses.

Flexible Spending Accounts reduce your taxable income by allowing you to pay for certain eligible out-of-pocket health care or dependent care expenses from the contributions you have made into the respective pre-tax spending account. You do not pay income taxes on these dollars. Any expenses reimbursed via these accounts cannot be claimed on your income tax return.

Flexible Spending Account participation is not automatic. You must (re)enroll during each open enrollment to begin or continue deductions. Enrollment is IRREVOCABLE and is allowed only during the open enrollment period, or within 31 days of a qualifying event as defined by the Plan Administrator and the IRS (e.g. marriage or birth of a child).

Carefully consider your decision on whether or not to enroll in the HCFSA and/or the DCFSA. If you decide to enroll, carefully plan your election amount as any contributions left in the account will be forfeited. To verify eligible expenses, refer to the ASI website, www.asiflex.com. When you or your qualified dependent(s) have an eligible health care expense or dependent care expense, submit a claim form (also available on the ASI website) and receipts to ASI for reimbursement. These dollars are reimbursed to you from your account.

The contribution you commit to with enrollment is for the plan year (July 1-June 30). You are responsible for tracking your total calendar year (Jan 1-Dec 31) contributions, including any contributions made by your spouse, for IRS/tax purposes.

NOTE: This is not a CU Employee Services document. If there are any discrepancies between this document and CU Employee Services policies and procedures, the plan documents, CU Employee Services policies and procedures, and any applicable federal and state laws will govern. March 2019