



Guidelines for Using the FSA/HRA Benefit Card

The IRS has certain restrictions for the use of the Benefit Card with an FSA or HRA plan. Typically, 80-90% of Benefit Card transactions will auto-approve at the Point-Of-Sale (POS). The remaining transactions must be documented via claim submission to Benefit Advantage. Please carefully review the substantiation requirements outlined below:

POINT-OF-SALE APPROVAL

Most retail drug and grocery stores have an inventory information approval system (IIAS) that recognizes qualified health-care items at the cash register. Prescription medications, medical supplies, etc. purchased at stores such as Walgreens, Wal-Mart, and CVS (to name a few) should auto-approve and should not typically require documentation of the transaction.

RECURRING EXPENSE

The second time that a Benefit Card transaction has been substantiated for the same amount in the same setting it will be automatically approved from then on for that plan year.

CLAIM SUBMISSION

IRS guidelines require that all other Benefit Card transactions be substantiated by submitting documentation. This should be a small percentage of the Benefit Card transactions. Participants will be notified if they must submit proof of the transaction.



Key Points to Remember:

Documentation must include:

- Type of Service
- Date of Service
- Provider

The Benefit Card should only be used for expenses incurred in the current plan year and while participating in the FSA/HRA plan. The Benefit Card should not be used to pay for a prior plan year expense.

**For questions contact Benefit Advantage at:
800-686-6829 or Claims@benadvan.com**