

## Course Outline

### **Flexible Spending Accounts (FSAs)**

*Four-Credit Course*

#### **Section 125 Plans**

- I. IRC Section 125
- II. Doctrine of Constructive Receipt
- III. Plan Sponsors and Employers
- IV. What Is a Flexible Spending Account (FSA)?
- V. Tax Considerations for Employees
- VI. Nondiscrimination Testing

Estimated Time to Complete: 20 minutes

#### **Health Care Flexible Spending Accounts (HCFSA)**

- I. What Is an HCFSA?
- II. HCFSA Requirements
- III. General-Purpose HCFSA
- IV. IRC Section 213(d) Expenses
- V. Miscellaneous Expenses
- VI. Limited-Purpose HCFSA
- VII. Limited-Purpose HCFSA Expenses
- VIII. Post-Deductible HCFSA
- IX. Ineligible Medical Expenses for Any Type of HCFSA

Estimated Time to Complete: 30 minutes

#### **HCFSA Rules and Design Options**

- I. Eligible Dependents for HCFSA
- II. Uniform Coverage Rule
- III. Use-It-or-Lose-It Rule
- IV. Grace Period
- V. Carryover Provision
- VI. Runout Periods

Estimated Time to Complete: 30 minutes

#### **Compliance Considerations for HCFSA**

- I. Employee Retirement Income Security Act of 1974 (ERISA)
- II. Excepted vs. Nonexcepted Benefits
- III. The Availability Condition
- IV. The Maximum Benefit Condition
- V. HIPAA Compliance for HCFSA
- VI. ACA Contribution Limits for All HCFSA
- VII. ACA Compliance for HCFSA
- VIII. Consolidated Omnibus Budget Reconciliation Act of 1985 (COBRA)
- IX. COBRA Premiums
- X. Overspent HCFSA
- XI. Applying COBRA to an HCFSA with a Grace Period

XII. Applying COBRA to an HCFSA with a Carryover Provision

Estimated Time to Complete: 40 minutes

**Premium Reimbursement Accounts (PRAs)**

- I. What Is a PRA?
- II. PRA Requirements
- III. PRA Expenses
- IV. Compliance Considerations for PRAs

Estimated Time to Complete: 20 minutes

**Dependent Care Flexible Spending Accounts (DCFSA)**

- I. What Is a DCFSA?
- II. DCFSA Requirements
- III. Eligible Dependents for DCFSA
- IV. Dependent Care Expenses

Estimated Time to Complete: 30 minutes

**Election Rules for All FSAs**

- I. Making Elections
- II. Administering Salary Reductions
- III. Correcting Elections
- IV. Changing Elections
- V. HIPAA Special Enrollment Events
- VI. Change in Status Events
- VII. Significant Cost or Coverage Change Events
- VIII. Judgments, Decrees and Orders
- IX. Entitlement to Medicare or Medicaid

Estimated Time to Complete: 40 minutes

**FSA Continuation During Leaves of Absence**

- I. Family and Medical Leave Act of 1993 (FMLA)
- II. Special FMLA Requirements
- III. Collecting HCFSA Contributions From an Employee on FMLA Leave
- IV. Uniformed Services Employment and Reemployment Rights Act of 1994 (USERRA)
- V. Qualified Reservist Distributions
- VI. DCFSA Claims While on Leave of Absence

Estimated Time to Complete: 30 minutes

**FSA Claims**

- I. Claim Certification
- II. Claim Substantiation
- III. HCFSA Substantiation
- IV. DCFSA Substantiation
- V. PRA Substantiation
- VI. Dates of Service
- VII. Period of Coverage

- VIII. Claim Reviews, Denials and Appeals
- IX. Reimbursement Payments and Debit Cards
- X. Coordination of HRA and HCFSA Reimbursements

Estimated Time to Complete: 30 minutes

**Terminating Participation in an FSA**

- I. Terminating Participants
- II. Claims for Deceased Participants
- III. Processing Reimbursements After HCFSA Termination
- IV. DCFSA Termination
- V. PRA Termination
- VI. Termination and Rehire

Estimated Time to Complete: 30 minutes

**Pros and Cons of FSAs**

- I. Pros and Cons for an Employee
- II. Pros and Cons for an Employer
- III. Comparing HRAs, HSAs and HCFSA

Estimated Time to Complete: 20 minutes

NOTE: The estimated time to complete each lesson is based on word count and assumes uninterrupted consumption of the course. Actual time to complete each lesson can vary widely based on familiarity with the topics and other factors. Time required to complete the course final exam is not counted in these estimates.