



2022 Open Enrollment Flexible Spending (FSA) Limited Purpose Enrollment form

Return this form to the City of Salem Human Resources Department by 5:00 pm, November 5, 2021

In order to be eligible to contribute to an HSA (Health Savings Account), one of the requirements is that you do **not** also have a Healthcare Flexible Spending Account (also called FSA or a Flex) plan.

Regulations state that if you are an active employee and have a remaining balance (up to \$550) in your Healthcare FSA on December 31, 2021 that will carry-over into 2022, you are ineligible to contribute to an HSA in January 2022.

In order to be eligible to contribute to an HSA, there are a couple of decisions that you will need to make. Your available options are listed below:

1. Use your remaining 2021 Flex money and have all FSA claims submitted to EBMS before December 31, 2021.
2. Convert remaining Healthcare FSA balances into a Limited Purpose FSA plan
 - a. Limited Purpose FSA's can be used to reimburse eligible dental and vision expenses only (no medical expenses).
3. Forfeit all funds remaining in your Healthcare Flexible Spending Account
 - a. If you forfeit your FSA contributions, the funds will go to your Employer and will be used to offset administrative costs

Please circle the number above that you choose, print your name, assigned EBMS ID number, sign below.

If this form is not received by **November 5, 2021**, your remaining 2021 Healthcare FSA balance will stay in the Healthcare FSA & disqualify you from contributing to an HSA.

Printed Name _____ EBMS ID # _____

Signature _____ Date _____

Employer Use Only	
EBMS Division#: _____	Employee #: _____
Email form to EBMS Flex email: flex@ebms.com	<input type="checkbox"/>
Update FSA Tracking List:	<input type="checkbox"/>
HR Representative : _____	Date: _____