

# Medical Mutual Services(MMS)/FlexSave Flexible Spending Program



SHAKER HEIGHTS CITY  
SCHOOL DISTRICT

**FlexSave**<sup>TM</sup>  
*Flexible Spending Program*



MEDICAL  
MUTUAL.

*health plans for life*

# FlexSave



- Wholly owned by Medical Mutual of Ohio
- Medical Mutual Services—TPA background
- FlexSave has been administering Flexible Spending Programs for over two decades
- Backed by full financial and operational resources of Medical Mutual

# Product Offerings/Account Options



- Health Flexible Spending Account (FSA)
  - Allows participant to pay out-of-pocket medical expenses with pre-tax dollars i.e. co pays, deductibles, prescriptions, OTC, etc.
- Dependent Care
  - Allow participants to pay dependent care (child care;eldercare) with pretax dollars
- Monthly Participation Fee of \$5.00 (Covers both plans if both are chosen)

# Employee Benefit—Why Participate?



- YOU WILL SAVE MONEY
- Increase net spendable income by decreasing taxes
- Save on Federal, State, City & Medicare tax (18%-33%) in savings
- Simple filing procedures
- Health Care Account Annual Election is available the first day of the plan

# Eligible Expenses



- Health Flexible Spending Account (FSA)
  - Prescriptions & Co-Pays
  - Doctors Fees & Co-Pays
  - Vision Services & Supplies
  - Dental Services & Supplies
  - Any Medically Necessary expense not covered by other insurance
- Dependent Care
  - Child Dependent Care
  - Elder Dependent Care

# Educational Website

## Mytakecare.com



- Educational Video Link
- How you save
  - Which expenses qualify
- How it works
  - Take home pay comparison with and without the plan
- Why you can't lose
  - Dispelling Myths
  - More FAQs
- Worksheet
  - Interactive Calculator



# Tax Savings Illustration

<u>FlexSave PRE-TAX</u>		<u>POST-TAX</u>	
☒ \$25,000	Annual Income	\$25,000	Annual Income
☒ <u>-\$2,500</u>	FSA Deduction	<u>-\$2,500</u>	Medical Expense
☒ \$22,500	Adjusted Gross		
☒ -\$3,375	Federal Tax	-\$3,750	Federal Tax
☒ -\$450	State Tax	-\$500	State Tax
☒ -\$338	City Tax	-\$312	City Tax
☒ <u>-\$326</u>	Medicare Tax	<u>-\$362</u>	Medicare Tax
☒ <b>\$18,011</b>	<b>NET INCOME</b>	<b>\$17,576</b>	<b>NET INCOME</b>

☒ \* **Employee Net Spendable Increase: \$435.00**

\*Mytakecareplan.com has an interactive worksheet for HCA and DCA

# Claim Example



- \$600 Doctor Visit
  - -\$480 Paid by Insurance
  - **\$120 Patient Responsibility—out of pocket**
- 
- By using your FSA, your \$120 will be paid with pre-tax dollars saving you \$20-\$40



# Disbursement Options



- Debit Card
  - Any eligible location that has credit card terminal
  - AutoSubstantiation
    - All IRS IIAS capabilities
    - Co-pay matching
    - Recurring Expenses
- Direct Deposit
  - Direct Deposit processed daily
- Check
  - Checks cut daily
- Effective Communication

# Employee Web Site Myflexonline.com



- View Account
- Repay Non-Qualified Expenses
- Internet Claims Entry

[www.MyFlexOnline.com](http://www.MyFlexOnline.com)

Welcome to MyFlexOnline - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Home Search Favorites Refresh Mail Print Internet Options

Address <https://www.myflexonline.com/Login/Welcome.aspx> Go Links

## MyFlexOnline

**Registered Participants**

User Name

Password

[LOGIN](#)

**Additional Options**

[NEW USER](#)

[LOST PASSWORD](#)

[VIEW SAMPLE](#)

Welcome to the MyFlexOnline participant website. Although this page may look different, your previously established username and password is still valid.

First time? Click on "New User" to establish your username and password to manage your account.

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# Employee Welcome Kit



Employees are sent a kit based on the benefits offered

Welcome Kit includes:

- Welcome Letter
- Direct Deposit Form
- Claim Form

# How Do I File a Manual Claim?



- Claim Forms are mailed to each participant ***and*** can be found on MyFlexOnline.com
- Complete Claim Form
- Attach receipts
- Fax in the claim form
- Mail in the claim form

# Employee/Participant Customer Service



- Dedicated Toll Free Customer Service Number 800-525-9252
- Customer Service Representatives
  - 8:00-5:00 EST
- Employee Website - MyFlexOnline

# Additional Information



- Use or Lose it Rule
  - If funds are left in you account at the end of the plan year, you forfeit the balance.
- Once you enroll you may not make any changes unless you have a family status change i.e. marriage, divorce, birth, etc.

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## Questions?