



Benefits Office

Flexible Spending Account (FSA) Open Enrollment (OE)

November 1 – December 9, 2021, for changes effective January 1, 2022.

New IRS limits and OE deadline extended to December 9, 2021.

It's that time of the year again to enroll in a healthcare or dependent care FSA for 2022.

For **2022**, the maximum amount that you can contribute are:

- \$2,850 for healthcare/medical FSA
- \$5,000 (per household) for dependent care FSA
- \$280 each for commuter benefit (transit and parking)

Note: Part-time & hourly faculty open enrollment for this benefit will be during the Spring 2022 open enrollment period for eligible employees.

**2022 IRS contribution limits were released November 10th, 2021*

What is a Flexible Spending Account (FSA)?

An FSA is a personal expense account that works with your District health plans, allowing you to set aside a portion of your salary pre-tax to pay for qualified medical and dependent care expenses. The dollars you set aside can pay for eligible expenses for you, your spouse, and eligible dependents.

HOW DOES IT WORK?

- **Estimate your annual election** – This open enrollment use this FSA calculator to estimate your expenses for the plan year and come up with how much your annual election should be
- **Fill out the FSA Election Form** and submit Benefits Team
- **Deductions will be taken out of your paycheck** - Your annual election amount will be evenly deducted pre-tax from your paycheck throughout the plan year.
 - **Healthcare FSA:** You cannot change your annual election amount after the plan start unless you have a qualified change in status.
 - **Dependent Care FSA:** You can change your elections if you have a qualified change in status, there is a significant cost change, or a change in coverage
 - **Commuter Benefit** – You can change your elections as any time (subject to CBIZ's monthly cut-off)
- **Access you funds** – you can use your CBIZ Benefit Card to pay for your qualified expenses. You can see a more comprehensive list on our website on <https://myplans.cbiz.com>. Click on Tools & Support, then go to Quick Links to Health Expense Table.

How to Enroll

Enrollments are done online by visiting <https://myplans.cbiz.com>. Refer to the attached Online Enrollment Instructions for step-by-step instructions on how to complete your enrollments for 2022.

For Assistance

For assistance with your benefits questions, please contact the District, Benefits office at 510.466.7229
Mon – Fri, 8:30 AM – 5:00 PM, PST or email benefits@peralta.edu