If you participate in the City's Flexible Spending plans, this is a reminder that you may have funds remaining in your health care and/or dependent care accounts for the 2021 plan year.

Any unused remaining balance elected for 2021 that is between \$50 and \$500 will rollover to the

current 2022 plan year and will added to your available balance after March 31, 2022.

Please take a moment to log into your account at https://workterra.lhlondemand.com to view your available balance and plan administrator messages. You may also call 888-327-2770 for information.

Claims Submission

Claims can be submitted three ways:

- Electronic submission: https://workterra.lhlondemand.com
- Via fax: 925-460-3929
- Mailed: Workterra, P.O. Box 11657, Pleasanton, CA 94588-1657

Important Dates to Remember - Current Plan Year:	2022
Months Covered:	January 1 to December 31
Last day to incur eligible expenses for 2022:	December 31, 2022 (Last Day of the Plan Year)
Last day to submit claims for expenses incurred	March 31, 2022 (90 days after the end of the last
for your 2021 Health Care and Dependent Care	Plan Year)
FSAsz:	

1 If you terminate employment anytime during the plan year, your last day to incur eligible expenses will be your last day of employment.

2 If you terminate employment anytime during the plan year, your last day to submit claims for eligible expenses incurred will be 90 days after your employment termination.

<u>Don't Forget!</u> You can use your plan to purchase over the counter personal products as well as out of pocket costs, copays, and prescriptions.

- Check **HERE** https://www.newportbeachca.gov/government/departments/human-resources/virtual-health-fair/employee-corner#anchor_3 for resources to help access your account online, shop online for FSA eligible expense, and file a claim.
- Website to file a claim or check your balance: https://workterra.lhlondemand.com/Login.aspx
- Customer Service number: 888-327-2770

Additional tools and information about Flexible Spending Account:

FSA Store - online store containing FSA eligible/ reimbursable items.

Amazon.com - online store containing FSA eligible/ reimbursable items. Type in "FSA eligible Items" for list of eligible items. (https://www.amazon.com/b?node=17904040011)

IRS Pubication 969 - (https://www.irs.gov/forms-pubs/about-publication-969) IRS regulation/information on Flexible Spending Accounts

Questions: Call or email <u>HRBenefit@newportbeachca.gov</u> or 949-644-3294

Access Your Retiree Health Savings Account IT'S EASY!

Online



- Visit <u>WWW.ICMARC.ORG</u> on your desktop computer.
- **eDelivery** Sign up for statements and activity notifications via email.

On the Go



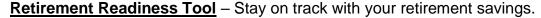
- There's an App for That Download the MissionSquare Retirement mobile app (includes facial recognition).
- TextAccess Receive account information via text.
- Ask Alexa Obtain account information with the ICMA-RC Account Access Skill for Alexa.



Alexa, what is my account balance? Alexa, what is my rate of return? Alexa, what was my last contribution?



Take Charge





<u>Professional Investment Guidance</u> – Connect with Retirement Plan Specialist Marcus Marshall* for one-on-one assistance with reaching your retirement goals.

<u>Financial Wellness Center</u> – Videos, charts, calculators, articles, and tutorials, all FREE!

<u>Monthly Savings Tips</u> – Check out the monthly RealizeRetirement for tips and resources at https://www.icmarc.org/realizeretirement-quarterly.html.