FSA Compliance Checklist

Ameriflex

For over 20 years, Ameriflex has helped employers and American families pay for healthcare. We make it easier for employers to offer quality benefits, experience significant tax savings, and navigate complex regulating requirements through our full line-up of CDH products, COBRA administration, and compliance services.

- [ ] The FSA is offered to group health plan-eligible employees only
- [ ] The Uniform Coverage and Use-it-or-Lose it rules are being followed
- [ ] FSA can have either a grace period or a roll-over, but not both
- [ ] Employer contribution match does not exceed a one-to-one match
- [ ] Employees can elect no more than $3,500 (2027) for a full plan year
- [ ] If employees are not contributing, the employer contribution is no more than $500
- [ ] Up-to-date Plan Document and Summary Plan Description
- [ ] Claims are substantiated by a third-party
- [ ] Nondiscrimination testing completed every plan year
- [ ] Owners are not participating in the FSA unless the company is a C-Corp
- [ ] Participant elections are irrevocable except for qualifying events
- [ ] The salary reduction contribution interval is uniform for all participants
- [ ] FSA reimbursements are paid from the employer's general checking account, not a designated account for that purpose
- [ ] Employees are being offered to "COBRA" their FSA with a positive balance