

ARCHDIOCESE OF ST. LOUIS

FLEXIBLE SPENDING ACCOUNTS



A Flexible Spending Account (FSA) allows you to save 25%-28% on qualified medical, dental, vision, and dependent care expenses on a pre-tax basis. This untaxed money is used to reimburse you for expenses that you would normally pay with after tax income.

PLAN YEAR:

- July 1, 2025 through June 30, 2026

ELIGIBLE PARTICIPANTS:

- Parish/School/Agency employees who work 1,000 or more hours per year.
- Teachers with a half time contract or more.

ELIGIBLE EXPENSES:

- Eligible Health Care Expenses not covered by a group health insurance plan.
- Dependent Care Expenses so you and your spouse can work.

COST:

- There is no cost to you!

GRACE PERIOD

- **Health Care Account:** \$3,300 maximum per plan year

You have until September 15, 2026, to incur Health Care claims for the 7/1/2025 to 06/30/2026 plan year. All Health Care claims need to be submitted to TRISTAR by December 15, 2026. Plan carefully as any unused Health Care contributions at the end of the plan year are forfeited.

- **Dependent Care Account:** \$5,000 maximum per calendar year
 - If Married filing jointly, Head of Household, or Single
\$2,500 maximum per calendar year
 - If Married filing separately

You have until September 15, 2026, to incur Dependent Care claims for the 7/1/2025 to 06/30/2026 plan year. All Dependent Care claims need to be submitted to TRISTAR by December 15, 2026. Plan carefully as any unused Dependent Care contributions at the end of the plan year are forfeited.

REIMBURSEMENT PROCEDURES:

- Use your Flex debit card at qualified retailers or
- Submit a claim on the mobile app – Mobile Summit or
- Submit a claim on TRISTAR's website, tristar.summitfor.me or
- Complete an FSA Reimbursement Claim Form.
- Contact TRISTAR for your Username and Password

INFORMATION & INQUIRIES:

- Contact TRISTAR Benefit Administrators at 800-456-4584 Option 4 with any benefit or claim questions.
- Contact Office of Human Resources by submitting a ticket at AskHR@archstl.org for any questions or inquiries.
- Access all Flexible Spending Account (FSA) Plan information at your convenience by clicking [HERE](#)

