



The University of Vermont

Date: June 12, 2020
To: UVM Faculty and Staff
From: Jes Kraus, Chief Human Resources Officer

Re: **Flexible Spending Account (FSA) Changes Allowed**

Health Care Flexible Spending

The IRS has approved a special open enrollment for Health Care FSA in response to changes in employee health care needs resulting from the COVID 19 pandemic. This allows:

- Current FSA enrollees to change or end future Health Care FSA payroll deductions
- New enrollees to start Health Care FSA deductions
- Any changes or new enrollments to be for the remaining portion of calendar year 2020

The special open enrollment period for Health Care FSA will begin on June 15, 2020 and end on July 15, 2020. If you want to change or end your health care deductions or begin participating, please complete the FSA enrollment form in the link below and email to HRSInfo@uvm.edu.

Dependent Care Flexible Spending

With the COVID 19 pandemic and resulting school closures, you can also change at any time your Dependent Care FSA deductions if your daycare provider is closed or parents are now working from home and do not need daycare. Once your day care provider re-opens and children go back to using daycare, employees are allowed to increase their Dependent Care FSA election. If you would like to change your current dependent care deduction, please complete the FSA enrollment form in the link below and email it to HRSInfo@uvm.edu.

We encourage you to consider the FSA plan details on the HRS website, your personal circumstances, and whether you wish to change your election. If you have questions, please contact Human Resource Services at HRSInfo@uvm.edu or call 656-3150.

FSA Enrollment Form:

<https://www.uvm.edu/sites/default/files/Human-Resource-Services-and-Operations/Forms/FlexSpendingAccountEnrollment.2020.pdf>