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# Shareable messaging

These messages are prepared for you to share on your social media, email, bulletin board, or another platform your agency uses to communicate with employees. Please personalize to align with your agency’s style standards. We suggest sending this messaging during certain times of the year. **Helpful tip!** Add reminders for these messages for your Outlook calendar*. [Suggestions are included in italics.]*

## January

### Your wallet may feel a little fuller

This month, our union-represented employees may receive $300, on us, deposited in a flexible spending arrangement (FSA). This is a benefit negotiated in the most recent Collective Bargaining Agreement (CBA) and does not come out of your paycheck.

If you are newly qualified for this benefit, you can expect to receive welcome and confirmation letters from Navia Benefit Solutions, the FSA administrator, and a debit card. The blue debit card will arrive in an unmarked envelope with the HCA icon and PEBB logo on it and allows you to pay at the time of service.

If you have questions regarding your eligibility, contact your payroll or benefits office. If you have general FSA or account questions, please contact Navia Benefit Solutions at 1-800-669-3539 5:00 am to 5:00 pm, Monday through Friday.

*[We recommend using the debit card image provided in the toolkit with this message. Please share in early January.]*

## Wondering how to use your FSA?

Be ready for an emergency and buy a first aid kit. If you self-enrolled in a flexible spending arrangement (FSA), or received the $300 employer-paid contribution, you can use your funds for this and other eligible expenses. Visit Navia Benefit Solutions’ website to view a [list of eligible expenses](https://pebb.naviabenefits.com/benefits/expenses/?benefit=health-care-fsa).

*[Please share mid-to-late January.]*

## July

## The PEBB Program will be sending a friendly reminder

If you received the $300 flexible spending arrangement (FSA) contribution earlier this year and have not yet spent your funds, you will receive a letter from the PEBB Program informing you how you can spend your funds and how to order a new Navia Benefits debit card if you need one.

*[Please share in early July.]*

## Wondering how to use your FSA?

Soak up some sun with peace of mind this summer by buying SPF 15 or higher sunscreen. If you self-enrolled in a flexible spending arrangement (FSA), or received the $300 employer-paid contribution, you can use your funds for this and other eligible expenses to stay safe in the heat. Visit Navia Benefit Solutions’ website to view a [list of eligible expenses](https://pebb.naviabenefits.com/benefits/expenses/?benefit=health-care-fsa).

*[Please share mid-to-late July.]*

## September

### You may qualify for a $300 flexible spending arrangement (FSA) contribution

* Are you a PEBB Program subscriber and union member?
* Will your rate of pay on November 1 be $68,004 or less per year for a full-time equivalent salary? (You still may qualify if you work part-time so long as your full-time salary would not exceed $68,004.)
* Will you or your spouse or state-registered domestic partner enrolled in a plan that is **not** a consumer-directed health deductible plan with an HSA for next year?

If your answer is yes to each of these questions, you just might qualify for a $300 employer-paid flexible spending arrangement (FSA). If you will likely qualify for this contribution, you will receive a letter from the PEBB Program informing you of your status this fall. If you have questions about eligibility criteria, please contact your payroll or benefits office.

*[We suggest sharing the CBA flowchart. Please share in early September.]*

## December

## The holidays can be stressful. Let us help you take a load off.

You may have received a $300 contribution in a flexible spending arrangement (FSA) earlier this year. Why not treat yourself or a loved one (who is a qualified tax dependent) to a massage during the holiday season?

If you do not spend your funds by December 31, do not stress! You might qualify to carry over funds up to $660. You can learn more about carryover by visiting the PEBB Program’s [Flexible spending arrangements](https://www.hca.wa.gov/employee-retiree-benefits/public-employees/flexible-spending-arrangements-fsas)webpage.

*[Please share in early December.]*