

Please Use Internet Explorer to Access the Below Links

If you do not have Internet Explorer Click [Here](#) prior to using the Below Links

### 1. To Setup an FSA Plan

Submit [Flexible Benefits Plan Abstract/Application](#)

Submit [Documentation & Forms based on Abstract Choices](#)



### 2. To Start Enrollment

Submit completed [FSA Enrollment Census Spreadsheet](#)



### 3. Once Accounts are Active

Send Employees [FSA Account Information](#)

**Attention: Implementation is Not Complete until Steps 1 & 2 have been completed in their entirety. All fields of the FSA Abstract must be filled out in its entirety for acceptance and all Paperwork and Documents must be submitted based on FSA Abstract Choices.**