

The *New* MGM Visa Card

Using your health FSA is quick and easy – just swipe it as payment for your eligible expenses and the funds are automatically deducted from your account.



The MGM Visa Card is an automatic way to pay for qualified health care/benefit expenses. It is not a credit card, but can be used to pay for your eligible health flexible spending account (FSA) purchases. The card is similar to a Visa Card and has your plan year account contribution loaded on it. Each time you swipe it, the amount of the qualified purchases is automatically deducted automatically from the account.

You may use the Card for co-pays at hospitals, physician offices, dental offices, vision service locations and pharmacies purchases wherever you can use MasterCard® or Visa® debit cards for purchases. *Only eligible expenses that have been incurred during the current plan year and/or grace period can be claimed as eligible expenses. The Card should only be used at health care related providers.*

Some over the counter products (OTC's) are eligible to purchase with the Card. These products must be used in treating symptoms of injury and illness. Some examples include: cold and allergy remedies, first aid supplies, pain remedies, etc. Personal care items are not eligible for Card use.

There still may be times when you will need to submit a manual claim. Participants may also pay expenses from their personal funds and then file a claim for reimbursement. This will be necessary if you choose a provider that is not a participating merchant. MGM reimburses manual claims within 72 hours (Monday-Friday) after the claim is received.

Only expenses incurred during the plan year are eligible for reimbursement. This is also true of manual claims submitted for reimbursement. For example, the Card cannot be used to pay off an outstanding account balance that existed prior to the plan effective date. In the event the Card is used to pay on a previous balance, you will be asked to reimburse your account. Failure to reimburse the account may result in the Card being suspended.

It's Important to Save Your Receipts! The IRS requires the Card be used only for eligible expenses. Most of the time, we can verify the eligibility of the expense automatically. Yet, there are instances when you'll receive a letter/notification asking you to furnish an itemized receipt to verify the expense.

When you receive such a request, make sure you submit the receipts as soon as possible to avoid having your Card suspended until receipts have been submitted and approved. In cases of accidental misuse of the card, you will be asked to provide substantiation of the expenses placed on the card. If expenses cannot be substantiated, you will be asked to repay the charged amount to your health FSA. The card will be suspended if expenses cannot be substantiated.

What is an itemized receipt? An itemized receipt must include: merchant or provider name, services received or item purchased, date of service, and amount of the expense. Cancelled checks, handwritten receipts, card transaction receipts or previous balance receipts cannot be used to verify an expense. We suggest that you keep their itemized receipts in one place so they're readily available when you receive a request.