CONEXIS Health Care FSA
Claim Documentation

Submit the following documents with a signed and dated claim form or with the Rejected Claim Notice when CONEXIS requests supporting documentation for a spending card purchase:

- **For health expenses covered by insurance:**
  - An *Explanation of Benefits (EOB)* from your insurance carrier showing the date of service and out-of-pocket expense(s). If the EOB indicates the procedure is not covered by your health insurance plan, you may be required to submit an itemized statement from the provider.
  - A *copay receipt* from physician/provider showing:
    - patient’s name
    - date(s) of service
    - provider name
    - description of service
    - charge(s) for the service

- **For health expenses NOT covered by insurance**, an *itemized statement* from the service provider. The itemized statement should include:
  - the patient’s name
  - date(s) of service
  - description(s) of service
  - provider name
  - charge(s) for the service.
  - In some cases, a Medical Necessity form, from a medical practitioner.

- **For prescription drugs**, a pharmacy statement including:
  - the name of the pharmacy
  - patient’s name
  - date of fill
  - cost
  - Rx number
  - name of the drug

- **For eligible over-the-counter expenses** (*very limited number of eligible expenses*)
  - an itemized cash register receipt that includes:
    - name of the medication/item
    - purchase date
    - cost
  - If purchase is medication, include a prescription from a physician

⚠️ **NOT acceptable documents:**
- account balance statements
- balance forward statements
- cancelled checks
- cash register receipts (see special rule regarding cash register receipts for eligible over-the-counter medications).
- credit card receipts

**Eligible Expenses:** [http://uc.conexisfsa.com/](http://uc.conexisfsa.com/)
**Claim Forms:** [http://mybenefits.conexis.com](http://mybenefits.conexis.com) OR [http://ucnet.universityofcalifornia.edu](http://ucnet.universityofcalifornia.edu)
**CONEXIS Member Services:** 1-800-482-4120