



## Plan Year 2026 Unsubstantiated Claims Notification

July 7, 2026

Please accept this reminder memo as notification to advise participants to review their TASC flexible spending account portal for any required documentation needed to substantiate claims for this 2026 plan year. **If your agency does not participate in the OGB Flexible Benefits Plan, please disregard this memo.**

**We encourage employees who have not done so already to update your email address on the personal tab in LEO (for LaGov employees) or contact your Human Resources to update the personal email address (for non-LaGov employees). The personal email address is the email address being submitted to TASC for portal access.**

TASC will send reminders for claims requiring substantiation via e-mail and/or mail. If you have elected to receive electronic communication and have not received communication from TASC in your main inbox, please check your junk or spam folder. An employee can also log into the TASC portal (tasconline.com or download the TASC app) to view any claims requiring additional documentation and confirm the accuracy of the e-mail address. Below is the timeline of the notices that TASC has set up currently for State of Louisiana employees:

- 30-60 days
- 90-120 days
- 160-180 days
- 180-day notice

The 2026 FSA plan period will end 12/31/2026. The Grace Period following the Flex Plan Year lasts until March 15 of each year, which allows employees to use the previous year's flexible spending funds to pay for expenses incurred during the period. If the funds in the account are still unused by the end of the Grace period, the fund will be forfeited. The Run-Out period lasts until April 30th to submit claims. All claims must be submitted by April 30, to be able to cover expenses with previous year's funds.

**If claims are not substantiated by the end of the runout period of April 30th, the amounts will be added to the unsubstantiated claims list effective May 1st. Unfortunately, neither the FSA plan administrator (TASC) nor OGB will review or remove unsubstantiated claims beyond April 30th. If the required information was submitted and determined to be insufficient or was not processed, it is the participant's responsibility to verify the submission was received, approved, and verification required was removed prior to end of the run-out period.**

If you have questions, please reach out to the OGB Flexible Benefits team at [FlexibeSpendingAccounts@la.gov](mailto:FlexibeSpendingAccounts@la.gov).

