



Over-the-Counter Expenses Quick Reference Guide

IRS rules state that over-the counter (OTC) medicines or drugs (excluding insulin) require a physician's prescription to be considered eligible for reimbursement under a Health Care FSA. Please see "Submitting Claims for OTC Medicines and Drugs" below.

However, you do not need a prescription for eligible OTC items that are not medicines or drugs. Examples of OTC items include bandages, diabetic supplies, first aid kits, and hearing aid batteries. Diagnostic devices such as blood sugar test kits and blood pressure monitors are also eligible OTC expenses.

Eligible OTC Products

[Eligible expenses](#) include products that alleviate or treat injuries or illness for you and your dependents. Products that are cosmetic in nature or beneficial to your general health are not eligible expenses.

Claims for OTC products that are not medicines or drugs must include an itemized receipt with the merchant's name, the name of the product, the date, and the amount paid. Simply submit a copy of the itemized receipt along with FSAFEDS Health Care FSA claim form. You do not need to provide a statement from a medical provider or indicate a diagnosis in order to receive reimbursement.

Claims for OTC medicines or drugs must include a prescription from your doctor that includes your doctor's signature, an itemized receipt and the completed FSAFEDS Health Care FSA claim form.

Dual Purpose Products

Certain OTC products are considered dual-purpose, such as vitamins and supplements. That's because for some individuals, the product is used to alleviate a medical condition, while others use the product for general health and well-being. These products may be eligible for reimbursement, but they require a [Letter of Medical Necessity](#) (LMN) stating your specific diagnosis or medical condition, a recommendation to take the specific OTC item to treat your condition, and documentation of the OTC product and cost. You can download an LMN from the FSAFEDS website. Please note: Submitting an LMN for your claim does not guarantee that the expense will be approved.

Excluded Items

OTC products that merely benefit your general health or are cosmetic in nature are NOT reimbursable. This includes things like makeup, soap, perfume, cosmetic procedures and other ineligible products and services.

Submitting Claims for OTC Medicines and Drugs

To ensure timely reimbursement of your claims for eligible OTC medicines and drugs, please submit:

- A completed FSAFEDS Health Care FSA claim form
- An itemized receipt (not dated prior to the date on the prescription) indicating the name of the item purchased
- A health care provider's prescription* for the recommended OTC item, which must include:
 - The date
 - The name of the patient for whom the OTC item is prescribed
 - The name of the OTC item (if you purchase a generic item, you must provide documentation that supports that it is the therapeutic equivalent to the prescribed drug)
 - The dosage requirement (the potency of the item purchased must match the prescribed amount)
 - The number of refills (unless it is a one-time purchase)
 - The provider's address

***Please note:** The prescription must be legible or it cannot be approved. You may not submit a Letter of Medical Necessity (LMN) in place of a physician's prescription.

Sample Prescription for an OTC Medicine

Date: 1/15/2016

Smith & Jones, MD
123 Main Street
Anytown, USA 55555

Patient: *Jane A. Doe*

acetaminophen 500mg b.i.d.
6 refills Charles Smith, MD

Length of OTC Prescription

If you have a condition and regularly take an OTC medicine or drug for treatment, your physician may prescribe an OTC medicine or drug for a timeframe:


- # of Refills
- Quantity
- P.R.N. (as needed)
- If no specification - a new prescription will be required each time you purchase the item. You cannot resubmit the original prescription

If the prescription does not state a specific number of refills, you will need to submit a new prescription each time you purchase the item. You cannot resubmit the original prescription.

Guidelines for OTC RX

- OTC Rx must have Issued date prior to the date that the product is purchased.
- OTC RX with PRN (as needed) does not expire.
- OTC RX that has a quantity (60-day supply) expires after that quantity is purchased.
- OTC RX has number of refills (5 refills) expires after the total refills is purchased.
- Necessary information required on OTC RX: (on a prescription Rx form)
 - Date Issued:
 - Patient Name:
 - Medicines or drugs recommended.
 - Medicines or drug may be substituted: as long the primary ingredients are the same:
 - Felsen cough syrup - Robitussin cough syrup
 - Acetaminophen - Tylenol
 - Ibuprofen – Advil
 - Cetirizine Hydrochloride - Zyrtec
 - Loratadine - Claritin
 - Provider Name
 - Provider Signature

How to Submit Your OTC Claim

 **FSAFEDS App:** Log in using the same username and password as your online account.

 **Online:** Log in to your online account at www.FSAFEDS.com and follow the step-by-step instructions.

 **Toll-free Fax:** 866-643-2245

 **Mail:** FSAFEDS Program – Claims, P.O. Box 14127, Lexington, KY 40512-4127

If mailing your claim, please send in copies of your receipts and keep the original documents in your files.

Please note: You have the right to appeal a claim that has been denied. Please review the Appeal Process Quick Reference Guide.

If you have questions, visit the FSAFEDS website at www.FSAFEDS.com. Contact an FSAFEDS Benefits Counselor toll-free at 877-FSAFEDS (372-3337), TTY: 866-353-8058, Monday through Friday from 9 a.m. until 9 p.m., Eastern Time.