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## **Auto-substantiation Compliance Reminder**

### **Easy FSA/HRA – Mobile Technology Substantiation**

As your trusted partner, we at BBPadmin want to remind you that the IRS reviews FSA and HRA plans to ensure compliance with auto-substantiation rules. Areas for concern include plans that allow auto-substantiation up to a certain dollar amount or reimburse all claims by debit card use. Please remember that auto-substantiating claim amounts based on a dollar range or just because a debit card was used, even for a small amount, could be non-compliant with IRS guidelines.

BBPadmin takes over many FSA and HRA plans where everything was being approved under the plan. BBPadmin takes compliance very seriously and we have many options to assist in limiting auto substantiation. Our main system that assists in substantiating claims is our Easy FSA/HRA system. Your participants can link their insurance carriers claims directly to our system. Please just e-mail [support@bbpayroll.com](mailto:support@bbpayroll.com) to get your custom URL to start linking claims. Please note additional fees may apply.

Another great way to substantiate claims is to use our mobile app available on iPhone or Android. In 3 easy clicks you can substantiate all your claims. [Click here](#) to see how easy it is.

The upcoming open enrollment season is a good time to review your auto-substantiation rules against the IRS guidelines. Noncompliance with IRS guidelines exposes your plans to the risk of being disqualified as a tax-advantaged benefit plan. Please consult your own compliance or legal experts about IRS guidelines, including [IRS Ruling](#) and [IRS Notice](#).

As always, BBPadmin thanks you for your business and we are always here to help keep you in compliance, give you excellent customer support and the best technology in the industry.



**BBP Admin**  
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