



## HELP CARE FOR YOUR LOVED ONES

A Clarity dependent care flexible spending account (DCA) is a great way to help you take care of those who depend on you. It lets you set aside tax-free dollars from your paycheck to cover care-related expenses.



### A CLARITY DCA CAN HELP YOU PAY FOR THINGS LIKE:

- ✓ Before and after school care for children 12 and younger
- ✓ Custodial care for dependent adults
- ✓ Licensed daycare centers
- ✓ A nanny/au pair
- ✓ Late pick-up fees
- ✓ Summer or holiday camps

### CLARITY PROVIDES A SIMPLY SMARTER APPROACH

- Employees can **save an average of 30%** on dependent care expenses
- Our online portal and mobile app add flexibility and convenience
- It's a stress-free experience for all with Clarity's best-in-class administration

## SUPPORT THAT MAKES IT EASY

### CUSTOMER SERVICE THAT REALLY SUPPORTS

Our team of helpful industry experts average between 5 and 10 years of experience and are cross-trained in different departments, so you have one person to call, every time. We also provide nationwide service the way you prefer – AI-powered chat & voice chat, email, text, or phone service in over 230 languages.

### EASY TO USE AND MANAGE

Use your funds by swiping your Clarity Benefit Card. You can also manage your account anytime and anywhere with the online portal and mobile app.



Learn more about us at [claritybenefitsolutions.com](https://claritybenefitsolutions.com)



**Tip:** For translation to your preferred language, Google translate offers a free service that instantly translates to 100+ languages.

# HOW TO FILE A DCA CLAIM

## SUBMIT YOUR CLAIM ONLINE

1. **Log in** to the Clarity Portal.
2. Click "**File a Claim/Add New Expense**" under Quick Links.
3. Under **Select Service Type**, choose **Dependent Care Reimbursement**.
4. Select the **dependent** or choose yourself if submitting for multiple dependents.
5. Choose **who to reimburse** (you or the provider).
6. Enter the **Service Date** (the first date of care must have passed).
7. Enter the Claim Amount.
8. **Upload documentation** and certify your claim.
9. Click **Submit**.

## DOCUMENTATION REQUIREMENTS

To be reimbursed, you must submit a **detailed statement** from your provider, including:

- ✓ Service Type
- ✓ Service Start & End Date
- ✓ Claimant Name
- ✓ Claim Amount
- ✓ Who to Pay
- ✓ Provider Name
- ✓ Account Number

**Not Accepted:** Credit card receipts and canceled checks.

**Helpful Tip:** Ask your provider for an **itemized statement** before submitting.

If your provider cannot provide an itemized invoice, you can download and complete the [Dependent Care Receipt Form](#) and upload this as your claim documentation.

## A SIMPLY SMARTER APPROACH TO EMPLOYEE BENEFITS

Today, the benefits landscape is more confusing than ever, but it's also never been so essential. At Clarity, we believe life is a journey; one that should be lived well. So, we'll stop at nothing to bring clarity, and ensure you are ready for life. With state-of-the-art technology and world-class customer service, we'll handle the day-to-day so you can focus on what matters: your health.

## WHAT HAPPENS NEXT?

Clarity processes DCA claims within **2-3 business days**.

- ✓ Track claim status anytime via the **Clarity portal or mobile app**.
- ✓ Reimbursement timing depends on your **employer's schedule** and your **payment method**:

- **Direct Deposit:** 1-3 business days after approval.
- **Check:** Mailed on Tuesdays, allow
- **7-10 business days.**

For more detailed instructions, visit <https://claritybenefitsolutions.com/claims>.