



FLEXIBLE SPENDING ACCOUNT  
LETTER OF MEDICAL NECESSITY

Patient Name: \_\_\_\_\_

Employee Name: \_\_\_\_\_

Employee SSN/DKC Insurance ID: \_\_\_\_\_

Employer Name: \_\_\_\_\_

1. List diagnosed medical condition (include diagnosis code):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2. List recommended service/equipment for condition:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

3. Duration of time service/equipment for condition is needed:

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
*Signature of Attending Physician*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
Print Physician Name

Facility \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone: \_\_\_\_\_

**Attach a copy of this form (after being completed by your physician) when submitting for reimbursement of services and equipment listed above from your Flexible Spending Account.**