



May 24, 2004

05-3

IMPORTANT FLEXIBLE BENEFITS BULLETIN

Flexible Spending Accounts

Your Office of Group Benefits Team is proud to announce that there is a decrease in the administrative fee for participants in the OGB Dependent Care Flexible Spending Account (FSA) and/or the Health Care Flexible Spending Account (FSA) effective for July 1, 2004.

The new administration fee effective for July 1, 2004, will be in the amount of \$2.50 per participant per month.

This administrative fee does not apply to each account but to the participant. The administrative fee for employees who have both the Dependent Care FSA and the Health Care FSA will be the same amount for employees who only participate in one account.

In addition, we are also proud to announce that participants in the Dependent Care Flexible Spending Account and/or Health Care Flexible Spending Account will be able to use a **debit card** for certain claim reimbursements.

Qualified employees now have an additional enrollment period for enrolling in the Dependent Care FSA and/or the Health Care FSA. **This additional enrollment period is May 24, 2004 through 4:00 p.m. on June 21, 2004.**

Also, during this period employees may rescind or change amounts of their choices made during the regular Annual Enrollment April 1–30, 2004.

Rehired Retirees/Full-time Active Employees

Agencies who participate in the OGB's Flexible Benefits Plan and have hired retirees as full-time, active employees, may allow them to enroll in the three Flexible Benefits Plan Options.

These employees may enroll in the Premium Conversion option to have their miscellaneous eligible insurance premiums on a pre-tax basis. Please remember that the Office of Group Benefits health products **can not** be included!

They can enroll in the Dependent Care Flexible Spending Account and/or the Health Care Flexible Spending Account.

The enrollment period for these employees is May 24, 2004 through 4:00 p.m. on June 21, 2004. Any interested rehired retiree who is a full-time, active employee must contact their Human Resource/Payroll Department to enroll.

Miscellaneous Insurance Products

The Annual Enrollment period for eligible miscellaneous products for the Flex Plan has been extended to June 21, 2004. Agencies are responsible for entering all eligible miscellaneous products into eEnrollment by 4:00 p.m. on June 21, 2004. **Any entry of eligible miscellaneous products after June 21, 2004, will not be included under the Flex Plan.**