

ARCHDIOCESE OF ST. LOUIS

FLEXIBLE BENEFITS PLAN



A Flexible Spending Account (FSA) allows you to save 25%-28% on qualified medical, dental, vision, and dependent care expenses on a pre-tax basis. This untaxed money is used to reimburse you for expenses that you would normally pay with after tax income.

PLAN YEAR:

- July 1, 2014 through June 30, 2015

ELIGIBLE PARTICIPANTS:

- Parish/School/Agency employees who work 1,000 or more hours per year.
- Teachers with a half time contract or more.

ELIGIBLE EXPENSES:

- Eligible Health Care Expenses not covered by a group health insurance plan.
- Dependent Care Expenses so you and your spouse can work.

COST:

- There is no cost to you!

ENROLLMENT PROCEDURES:

- Complete your online Employee Self Service benefits enrollment between April 22nd – May 6th, 2014.
- **Health Care Account:** \$2,500 maximum per year
- **Dependent Care Account:** \$5,000 max per year
 - If Married filing jointly, Head of Household, or Single \$2,500 maximum per year
 - If Married filing separately
- Plan carefully as any unused contributions at the end of the plan year are forfeited. You have until September 15, 2015 to incur claims for the 7/1/14 to 06/30/2015 plan year and you will have until December 15, 2015 to file those claims for the Health Care Account. The Dependent Care Account claims must be incurred 07/01/14 to 06/30/2015 and you will have until 09/30/2015 to file those claims.

INFORMATION & INQUIRIES:

- Contact Office of Human Resources at 314-792-7546 or benefits@archstl.org for Employee Self-Service online enrollment questions.
- Contact TRISTAR Benefit Administrators at 800-456-4584 with any benefit or claim questions.

