



**FLEXIBLE BENEFIT PLANS**  
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**DATE:** May 2018  
**TO:** Educational Service Unit #8 Employees and Spouses  
**FROM:** Cathy Ewoldt  
**RE:** 2018/19 Flex Plan Elections

Plan the expenses you want to pay through your Flex Plan. When calculating your medical and dependent care expenses, keep in mind that the Flex Plan is based on service dates, not payment dates. Expenses must be incurred between September 1, 2018 and August 31, 2019, to be eligible.

The portion you pay for the Group Health, Dental, AFLAC, and Vision insurance premiums will be deducted from your paycheck before taxes are calculated. Please confirm with Elleah Wiebelhaus the premium amount you can shelter under the Flex Plan and include this amount on your Election Form.

Effective September 1, 2018, the annual Medical Expense Reimbursement limit is \$2,650 per employee. This limit only pertains to Medical Expenses. Other Flex Plan benefits, such as group health premiums and day care expenses, are not included in the limit.

If you, or your spouse, contribute to a Health Savings Account (HSA) and also have a Medical Expense Reimbursement account through the Flex Plan, you can only claim vision expenses and dental expenses for you and your dependents through your Flex Plan. Keep this in mind when deciding your annual Flex Plan contribution amount.

Plan carefully, as this election is irrevocable during the Plan Year unless you have a change in family status (marriage, divorce, birth, etc.). The first payroll deduction will be September 24.

For those that participate in the Flex Plan for dependent care expenses, receipts submitted for reimbursement must have the child's name, dates of service, charges, provider's social security/tax ID number, and signature of provider as proof of payment. Receipts without this information will be denied.

After we have processed the enrollments you can access your Flex Plan account at **MyFlexOnline.com** or download the free *MyFlex* mobile app.

Call us anytime at 308-381-1810 if you have questions or want help with your election.

**GIVE YOUR ELECTION FORM,  
EVEN IF YOU DO NOT PARTICIPATE,  
TO ELLEAH WIEBELHAUS BY JULY 20.**

**Reminder – 2017/18 Funds:** Expenses incurred from September 1, 2018 - November 15, 2018 will first automatically be applied to any remaining balance for the 2017/18 plan year.

All receipts to clear out your 2017/18 Medical and Dependent Care accounts must be received in our office by November 30, 2018.