

November 2011

*This special newsletter – **fyb** - for your benefit – is periodically used by Corporate Human Resources to communicate information about your employee benefits.*



Medical & Dental Plans – Even though our health plans **are not changing at this time** and our plan year does not have annual enrollment at this time, we will be reviewing everything to ensure we include any new requirements. Presbyterian Homes remains committed to complying with any new regulations, as well as continuing to provide you with valuable, affordable benefits to meet your needs. While many of the changes may be seen as positive, they do not come without some cost and impact to Presbyterian Homes to implement.

Detailed information regarding any plan changes for the new plan year beginning April 1, 2012, will be communicated in future correspondence. Also, at this time every year, we are required to distribute our *Notice of Credible Coverage* to let you know that our plans' prescription coverage is the same as or better than Medicare coverage would be for you. Medica has already sent this to participant's homes in October. Additional copies of the certificate for all employees on our plans are available in the Important Employee Benefit Information section on our www.presstaff.org site.

• **Flexible Spending Accounts** – We are on the same Plan year (4/1/11 to 3/31/12) as the Health plans. Employees who are enrolled in the FLEX plans are eligible for *tax-free* expense reimbursement for uncovered medical and dependent care costs. Please remember to review your accounts. They are available on line at www.somi.com/members.html by clicking on Access Account Information. Reimbursement claims for services received from April 1, 2011 to March 31, 2012 must be submitted to the claims administrator (SOMI) no later than May 31, 2012 to be eligible for payment.

• **Retirement Savings and Investment Plan 403(b)** – Enrollment meetings are being held for **both** newly eligible employees and all current employees at many Presbyterian Homes sites. PHS' generous matching program (from 3% to 5% of pay depending on your length of service) will continue in 2012. **The Enrollment forms for new enrollees must be completed and returned to your Site HR Representative in early December to begin participation in January 2012.** Once you are enrolled, you can review your accounts on line at www.oneamerica.com.

Copies of the Summary Plan Description and all plan amendments are available on our www.presstaff.org site. The IRS participation limits for **2012 have increased to \$17,000**; with the annual catch-up contribution limits (for those over age 50) staying at \$5,500.

• **Employee Assistance Program (EAP)** – Each year as the holiday season approaches, we remind you that our Employee Assistance Program (EAP) is available for you and all members of your household. The EAP is a confidential resource to help you through a variety of issues during this busy time of year. The professional staff at the EAP can help you save time, relieve stress and balance your work and family obligations with information on topics such as child and senior care, legal or financial services and health care options. You can log on to their website at www.cignabehavioral.com with an employer ID of "presbyterianhomes" where you can access information at your convenience. The EAP can also be reached by telephone toll-free 24 hours a day, 7 days a week at 1-800-554-6931.

As always, if you have any questions regarding the information contained in this *fyb*, please contact your Site Human Resources Representative for further assistance. We would like to help you make the most of all of your benefits. Thank you for all you do for the residents and other staff of Presbyterian Homes & Services.

Have a blessed holiday season and a happy New Year.