

Decrease
Your Taxes

Increase
Your Take Home Pay

Maximize
*Your Employee
Benefit Options!*



Plan Year

- ▶ AFLC plan year
- ▶ January 1 through
- ▶ December 31



Group Insurance Premiums

- ▶ Deducted from your paycheck for
 - Medical premiums
 - Dental premiums
 - Other options
- ▶ No \$\$ limitation

Flexible Spending Account Medical Reimbursement Account

- ▶ Annual Maximum – \$5,000
- ▶ Select any amount up to the annual maximum



Flexible Spending Account Medical Reimbursement Account

- ▶ Advance Funding
- ▶ Money you set aside is ready for you to use immediately



Flexible Spending Account Medical Reimbursement Account

Example, annual expenses:

\$240	Prescription co-pays (estimate \$20/month x 12 months)
\$100	Contact lenses
\$ 60	Doctor co-pays
\$100	Over-the-counter medications
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\$500	Total expenses for election

Flexible Spending Account Medical Reimbursement Account

Example, tax savings:

$$\$500 \times 25\% = \$125.00$$

$$\$500 \times 3\% = \$ 15.00$$

$$\$500 \times 7.65\% = \$ 38.25$$

TOTAL	\$178.25
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Flexible Spending Account Medical Reimbursement Account

Example, tax savings:

Gross pay:	\$28,000
Amount contributed to your Medical reimbursement plan:	\$ 500
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Taxable W-2 wages:	\$27,500

Flexible Spending Account Medical Reimbursement Account

- ▶ Must spend your money during the plan year
- ▶ Additional 90 days to submit claims for reimbursement
- ▶ Cannot deduct the same expenses the plan reimburses you for on your income tax return



Flexible Spending Account Medical Reimbursement Account

- ▶ Grace Period – 75 days
- ▶ To incur claims in the plan year





Flexible Spending Account Medical Reimbursement Account

Election Changes:

- ▶ Change in employees marital status
- ▶ Change in number of tax dependents
- ▶ Change in employment status
- ▶ Change in spouse or dependent eligibility under employer's plan



Flexible Spending Account Dependent Care Account

Eligibility Requirements:

- ▶ Working
- ▶ If married, spouse must be working, going to school full-time or disabled
- ▶ If single, must qualify as head of household



Flexible Spending Account Dependent Care Account

Eligibility Requirements:

- ▶ Child care expenses
 - Up to the age of 13
- ▶ Expenses of a disabled dependent
 - Any age
- ▶ Expenses of a disabled spouse

Flexible Spending Account Dependent Care Account

Funding:

- ▶ The dependent care account DOES NOT advance funds
- ▶ The money must have been withheld from your paycheck before it can be reimbursed
- ▶ Must submit third party receipts as incurred for reimbursement

Flexible Spending Account Dependent Care Account

Compare Dependent Care Tax Credit:

- ▶ One qualified individual
 - \$3,000
- ▶ Two or more qualified individuals
 - \$6,000
- ▶ Tax credit percentage may be from 20% - 35% depending on income
- ▶ Only applies to federal income taxes

Flexible Spending Account Dependent Care Account

Annual Maximums:

- ▶ Married, filing jointly
 - \$5,000
- ▶ Single, head of household
 - \$5,000
- ▶ Married, filing separately
 - \$2,500

Flexible Spending Account Dependent Care Account

- ▶ Change in employees marital status
- ▶ Change in number of tax dependents
- ▶ Change in employment status
- ▶ Change in spouse or dependent eligibility under employer's plan
- ▶ *Changes in cost or coverage*

Employment Change

- ▶ What happens to medical spending account if employee leaves the company?

COBRA



Goldleaf Partners OneCard

- ▶ Use the card instead of cash
- ▶ Amount available dependent on your available balance
- ▶ Receipts or proper documentation still required to be submitted
- ▶ Can only be used for eligible expenses
- ▶ See the instruction sheet included with your packets for rules on the use of the card





HEALTH REIMBURSEMENT ACCOUNT

- ▶ Employer funded plan
- ▶ Reimbursement of all eligible medical expenses plus insurance premiums
- ▶ Any unused funds will roll to next plan year.



PREMIUM REIMBURSEMENT ACCOUNT

- ▶ Employee election with allows reimbursement of individual insurance premium payments.
- ▶ The employee would make an annual election, that would be divided by each payroll – saving Federal, State, and FICA taxes.

CONSUMER BENEFITS

The Goldleaf Partners' Benefits Management Portal!

Visit www.goldleafpartners.com

Click on "FLEX-125 Participants/Sponsors", Click on "Participants click here to Login"

If this is your first visit to the website please use the following information to login in to your account.

- For your username use the first initial of your first name + your entire last name + the last four digits of your Social Security number (janderson6789).
- For your password use the last five digits of your Social Security number + goldleaf. Please be aware your password is case sensitive (56789goldleaf).
- Press enter or click Login.

During your first visit to the site you will be prompted to change your password.

- Under "Login to your account", fill in the blanks as indicated using your user name and password from the above instructions.
- Create a new password. This must be at least 6-10 characters with at least one character being a number. Passwords are case sensitive.
- Answer 5 of 10 security questions from the drop down list.
- Record your username, password and security answers and keep in a safe place.
- Press submit.

Log in and look around!

It's easy to navigate by using the tabs at the top of each page, the links within the page(s) or by using the page list at the bottom of every screen!

Some things you can do online:

- View your account balance information and "drill in" to see detail like claim history.
- File a claim online
- Upload receipts needed online (PDF, GIF or JPG)
- Learn about your plans (see "Plan Summary" under the Account tab)
- See when your next reimbursement is expected.
- View and update Profile information.

If you have questions regarding your spending accounts or the consumer portal please call us at the number below:

Goldleaf Partners
Phone: 866.882.8442
Email: benefits@goldleafpartners.com
Website: www.goldleafpartners.com

Visit us online at www.goldleafpartners.com

CONSUMER BENEFITS

Goldleaf
PARTNERS | The Gold Standard
in Benefit Services

HOME ACCOUNTS PROFILE NOTIFICATIONS FORMS LINKS

Maureen Pickar ▾
[Logout](#)

Welcome

Welcome, view your account status, view your account information to know about your pre-tax benefits. Request payment, check payment information, access important notifications about your account, and more!

Account Summary [View Account Summary](#)

Account	Available Balance ⓘ	Actions
GLP HSA	\$395.85	Request Distribution Contribute to HSA View Activity

Questions?
Contact Maureen Pickar at: (218) 824-6119 Or toll free at: (866) 882-8442 or flex@goldleafpartners.lh1ondemand.com

Accounts Profile Notifications Forms

ints.lh1ondemand.com/Main.aspx#