

AXISPLUS Cafeteria Plan At A Glance

BENEFITS

Frederick County Public Schools

One of the many benefits of being employed with Frederick County Public Schools (FCPS) is that you have access to a Cafeteria Plan established by FCPS. A Cafeteria Plan allows you to pay for out-of-pocket medical expenses. The major advantage of FCPS's Cafeteria Plan is that, by participating, you save money by paying for benefits you would normally pay for but you avoid having to pay Federal Income and Social Security taxes. If you do participate in the Cafeteria Plan you would not be eligible for a Federal income tax credit on your next tax return.

FCPS's Plan Information

Plan Name:	Frederick County Public Schools
Address:	191 South East St. Frederick, MD 21701
Telephone:	(301) 644-5112
Plan Number:	125
Plan Year Begin:	July 1
Amended:	N/A
Plan Year End:	June 30
Minimum Annual Election:	\$100
Maximum Health FSA Limit:	\$2600
Maximum Dependent Care Limit:	\$5000
Annual Rollover Maximum:	\$500
Grace Period:	No
Run-out Period for Active Employees:	90 days after Plan year ends (last day to submit claims is Sep. 28th)
Run-out Period for Terminated Employees:	90 days after your termination date
Plan Administrator:	FCPS
Service Provider:	AxisPlus Benefits
Service Provider Contact:	Laura Fernelius

Elections

It is important for you to decide what benefits you will need for each Plan year. Your decision should be carefully made based on your expected health expenses for the coming year.

Unless a qualifying "change in status" event occurs, you will not be able to change your elections after the first month of the Plan year. To see a list of the qualifying "change in status" events please see your Summary Plan Description.

Eligibility

Open enrollment will take place each year prior to the start of the Plan year. After the Plan year begins enrollment is limited to newly hired employees or those with special circumstances (see Summary Plan Document). For mid-year enrollments, participation will begin on the 1st of the month following hire date.

Beginning and Ending of Coverage

The coverage will begin the first day of the Plan Year for those who enroll during the open enrollment period. For mid-year enrollments the coverage date will begin as set forth by FCPS (see eligibility). The coverage will end at the end of the month of the termination date, or at the end of any applicable run-out/carryover period. This plan is subject to COBRA (see the Summary Plan Description for more details).

Benefits Available

The FCPS Cafeteria Plan offers the following benefits:

Health Flexible Spending Account

A Health Flexible Spending Account (FSA) allows you to get reimbursed for qualified medical expenses with pre-tax funds (see Section 213D and Section 105 of the Internal Revenue Code for list of eligible expenses. You cannot use your FSA for expenses that have been paid by your medical insurance plan.) The maximum annual election amount is \$2500.

Dependent Care Flexible Spending Account

The Dependent Care Flexible Spending Account (DCAP) allows you to be reimbursed for qualified dependent day-care expenses with pre-tax funds. The maximum annual election amount is \$5000 (married filing jointly or head of household) or \$2500 (married filing separately). To be eligible for reimbursement you will need to provide a statement from the service provider with the following information: name, address, taxpayer identification number (in most cases), and incurred expense amount.

Please see the Summary Plan Description for dependent eligibility requirements.

Reimbursement

Throughout the Plan year you can submit for reimbursement for qualified medical and dependent care expenses in the following ways: fax (forms available at myaxisplus.com), email, online, or mobile application. Employees may also pay for their qualified medical expenses directly from their FSA with the AxisPlus debit card. See the SPD for further details.

Expenses are "incurred" when the service has been provided. The reimbursement requirements will be listed on the reimbursement claim forms.

For Health FSA and DCAP accounts reimbursement claims must be submitted no later than 90 days after the end of the Plan Year. Any Health FSA funds exceeding \$500 left over after the 90 day run-out period will be forfeited. See "Rollover" section below for additional details.

Non Discrimination

Per compliance with the various rules and regulations of the Internal Revenue Code the election amounts of "highly compensated employees" and "key employees" (officers, shareholders or highly paid employees) may be limited due to non-discrimination regulations. For more information please see the Summary Plan Description.

Family and Medical Leave Act (FMLA)

If you go on a qualifying FMLA Leave this plan will comply with the rules and regulations set forth in the proposed Regulation 1.125-3 as well as any additional policies established by FCPS. Please see the Summary Plan Description for more details.

Rollover

Under the new IRS regulations, employees will be able to rollover up to \$500 of their Health FSA funds from one Plan year to the next. The rollover funds will be available to employees for one additional year. Any amount rolled over will not affect the election amount for the new Plan year. Any funds above \$500 left over after the 90 day run-out period will be forfeited.