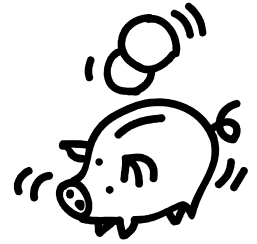




NDPERS QUICK REFERENCE GUIDE



This summary of benefits is a general outline and does not represent the actual terms and conditions of the plan. For actual terms and conditions: [FlexComp Plan Document](#)

For more information about the NDPERS FlexComp plan, see the [Flexcomp Program Guide](#).

Participating in the FlexComp plan is like getting a discount on the money you pay for your out of pocket health related spending or day care expenses. You can also use the FlexComp plan for pre-tax savings under various voluntary insurance programs available for payroll deduction.

Premium Conversion

Allows you to pay, with pretax dollars, certain premiums for various voluntary insurance products available through your employer.

The following insurance products are administered by NDPERS and the premiums are eligible for pre-tax deduction:

Cigna Dental Insurance
Superior Vision Insurance
Prudential Life Insurance

The premium for up to \$50,000 of employee supplemental life insurance coverage will automatically default to a pre-tax deduction unless you make an election to decline this action and pay the premium with after-tax dollars. You must decline this action by signing the waiver in Part B of the Flexcomp Enrollment form.

The following companies offer other voluntary insurance products available through payroll deduction:

AFLAC
Central United
Colonial
Total Dental Administrator
USable

You may contact your agency payroll/human resource department for more information about the plans.

Medical Spending Reimbursement Account

You may redirect a portion of your salary for eligible medical expenses up to a plan year maximum of \$6,000. Requests for reimbursement from your Medical Spending Account will be paid throughout the year according to your total annual medical spending election amount.

Dependent Care Reimbursement Account

You may redirect a portion of your salary for eligible day care expenses up to a maximum limit of \$5,000 for a single parent, \$5,000 for a married couple filing a joint tax return or \$2,500 for a married person filing a separate tax return. Requests for reimbursement from a Dependent Care Account will be paid according to the dollars available in your account to date.

Important Points to Consider

Change in Participation- IRS regulations require that once enrolled in the plan, your pre-tax payroll deductions can not be stopped or changed. Changes after participation begins requires a qualified change in status event under IRS guidelines.

Grace Period- If coverage is in effect on the last day of the plan year on December 31, any account balance remaining in a participant's medical spending and/or dependent care account can be used to reimburse expenses incurred between January 1 and March 15 of the new plan year. You must indicate on the Flexcomp Reimbursement voucher that you want expenses received during the grace period reimbursed from your previous plan year account balance.

Separate Accounts- Employees may elect to participate in any combination of the three pre-tax accounts.

Use or Lose- The deadline to file claims is four months after the plan year ends on December 31, or April 30.