

# Benefits Newsletter

September 2019

## 2019 Sick Leave Bank Open Enrollment

The 2019 Sick Leave Bank open enrollment begins October 1 and ends October 11, 2019. If you are a member of the Quincy Federation Union and have completed one year of employment with QPS, you are eligible to enroll.

Enrollment forms will be available on the QPS website at [www.qps.org](http://www.qps.org), Human Resources, Benefits, Sick Leave Bank, 2019 Enrollment Form. Please send this completed enrollment form to Teresa Kemp at the BOE by October 11, 2019.

## Flexible Spending Plan Year

The last flexible spending plan year ended 8/31/19. However, there is a grace period of two and a half months following the end of the year in which you can incur medical FSA claims and still receive reimbursements. So, if you still have funds in your 18/19 medical flex plan, you can continue to make claims on that year until 11/15/19.

Employees who enrolled in the 19/20 medical flexible spending plan beginning 9/1/19, will not have that grace period next year. Instead, you will be allowed to roll over up to \$500 into the following plan year. Those with dependent care flex for 18/19 or 19/20 do not have the grace period or any rollover option next year.

## New Employees – Benefit Deadline

All new employees have 30 days from their start date to complete Benefits enrollment. Please contact Brooke or Tammy at American Fidelity at 618-589-3914, extension 220 to schedule your appointment.

## LabCard

LabCard events allow you to take advantage of the 100% benefit for lab work. LabCard is not meant to be your ONLY option for labs. You can still see your local providers for labs. QMG and Blessing labs will go towards deductible before being covered. SIU Family Practice has agreed to waive their draw fee and submit the lab work to the Quest labs for their patients, similar to what is done during the LabCard events. However, when you visit SIU for labs you MUST SPECIFY that you want the labs sent to Quest.

For employees who are taking advantage of the LabCard events, you can receive and manage your lab results by using the following website: <https://myquest.questdiagnostics.com>. This link is also listed on the QPS website.

## Contact Information

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*QPS Website:*  
[www.qps.org](http://www.qps.org)  
“Human Resources”  
“Benefits”