

Good Morning, Parish/School/Agency Benefit Administrators!

Please remove this introduction message and **forward** the below August 2022 Benefits Email (beginning with “Dear Employee...”) and the attachment to your benefit eligible employees.

Also, please review the following reminders:

- **As of July 1, 2022:**
  - Health insurance (medical, Rx, dental, and vision) start and stop dates for benefit eligible new hires and terminating employees changed to the following:
    - Start Date = First of the month following date of hire
    - Stop Date = End of month of termination date
  - The monthly health insurance premium invoice produced by the Archdiocesan Benefits Department is no longer being generated.
  - The administration of benefit elections for transferred and rehired health plan participants has been updated in order to comply with the Affordable Care Act (ACA) requirements. An email communication and attachment titled “Employee Transfer-Rehire Guide FY23” was sent out to business managers/local benefits contacts on June 29, 2022.
- If you have an employee inquiry or question that comes up that you need assistance with, we are always happy to help but please refrain from sending multiple different emails regarding the same question/inquiry to different members of the HR/Benefits department. This slows down resolution time and causes duplicate efforts on one inquiry, which we want to avoid.
- This employer email communication, along with any others that are sent throughout the year, will be posted to the HR/Benefits webpage in the Communications Corner icon for reference.
- Flexible Spending Accounts (FSA), Qualifying Events, and Employee Self Service (ESS) educational videos are posted on the Benefits webpage in their relevant icons for your viewing/reference and to direct employees to view as well.
- We are always looking to enhance the Benefits webpage: <https://www.archstl.org/human-resources/benefits-and-forms> to be a convenient and useful resource for employer business managers/local benefits contacts and employees to reference to obtain a wealth of information regarding health insurance, wellness offerings, ancillary benefits (EAP, LTD, Life, 403b, etc.), and much more. This webpage is updated regularly to provide employees of the Archdiocese of St. Louis with current benefits information they can access 24/7, we encourage you to continue promoting this webpage to your employees.

Thank you always and God Bless!

Stephanie Weider  
Benefits Specialist  
Office of Human Resources

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Dear Employee,

The Archdiocese of St. Louis values their employees and offers you quality health and financial benefits so you are able to take care of yourself and your loved ones. As a friendly annual reminder, please carefully review the information below.

- All health insurance, wellness, ancillary benefits (such as EAP, LTD, Life/AD&D, 403b, etc.), and open enrollment information is accessible 24/7 by clicking on the link in my signature line below.
- **As of January 1, 2022**, DeltaVision enhanced their network by moving to EyeMed Vision Care (Superior Vision is no longer the vision network for the Archdiocese).
- FSA plan participants with a remaining balance for the 2021-2022 plan year should have received a letter and/or email from Tristar around mid-August stating you have until September 15, 2022 to **incur** eligible expenses and until December 15, 2022 to **submit** those eligible expenses for reimbursement. **Please be aware of these FSA deadline dates to fully utilize any funds in your account (s).** As a friendly reminder, there are three (3) different reimbursement options available to participants and instructions for each option are posted in the Flexible Spending Account icon on the Benefits webpage.
- If you need to call UHC's customer service number regarding **vision benefit** information provided through the medical plan, when prompted to state what you are calling about, make sure to say "vision benefits through medical plan". This will ensure you speak with a UHC medical plan representative, in lieu of a vision plan representative, necessary to ensure you are provided with accurate coverage information.
- **As of April 1, 2022**, Empower is the Archdiocese retirement plan record keeper (transitioned from Prudential).
- Regarding 403b Retirement:
  - **As of January 1, 2022**, you have the option to elect after-tax salary deferral contributions to be deducted from your paycheck and set aside in a Roth 403b Retirement account. This means at the time of your retirement, your Roth contributions and any investment earnings related to those contributions can be withdrawn free from federal income tax.
  - Remember to review your beneficiary information and update if necessary.
  - If you haven't done so already and are financially able, we highly encourage you to enroll in voluntary salary deferral contributions for your retirement account. The sooner you start and the more you are able to contribute each paycheck, the more prepared you will be for when retirement approaches.

Lastly, attached is your **Medicare Part D Notice**. The Center for Medicare Services (CMS) requires the Archdiocese to provide all participants in the Archdiocese Health Insurance Plan with an annual **Medicare D Notice**, regardless of your age or Medicare eligibility. The only action requested by CMS is that you keep this annual Notice on file.

As always, the Benefits Team is here to assist and support you. Should you have any questions, please send an email to [Benefits@archstl.org](mailto:Benefits@archstl.org) or call 314-792-7546. Please do not reply to this email address.

Thank you and have a wonderful day!

For any benefits information or forms, please visit our Benefits/Human Resources webpage on the Archdiocese website at <https://www.archstl.org/human-resources/benefits-and-forms>.

**God Bless,**

**Stephanie Weider**  
Benefits Specialist  
Office of Human Resources  
Archdiocese of St. Louis  
20 Archbishop May Drive  
St. Louis, MO 63119

