



**Worthington Schools
Financial Services**

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Worthington City Schools

TO: All Employees

RE: Health Savings Account Board Contribution Changes

Date: July 13, 2020

Both labor agreements were negotiated this past year. As a result, some changes were made to the funding of Health Savings Account annual board contributions. Please refer to the WEA article 57.1 and WESP article 9.2 for details. The agreements now require the employee (and spouse if covered) to perform certain tasks to receive 50% of the annual board contribution to the Health Savings Account. We will refer to this as the “earned” portion. The “unearned” portion will still be deposited automatically in the beginning of January, while the earned portion will be deposited in early February based on the following guidelines:

- An employee will be eligible to receive the earned portion of the board funding by completing certain activities in the prior calendar year. Activities completed from 1/1/20 to 12/31/20 will count toward the earned deposit in 2021, so on and so forth. Activities completed after 12/31 will not count until the following year.
- Three (3) activities from the chart on the back of this page must be completed in 2020 to receive the earned portion of the board contribution in 2021. Employees will be required to complete additional activities during 2021 and 2022 (to be determined and communicated at a later date).
- The earned portion will be prorated based on the number required activities. For example, 3 activities are required in 2020, and if an employee completes only 2, they will receive 2/3 of the earned portion in February 2021.
- Given the timeline and initial year, **employees** will only be required to complete the tasks in 2020 to receive the earned portion in February 2021. Beginning in 2021, employees enrolled in a family plan that includes a spouse, both the employee and spouse must each complete the required activities. Children are exempt.

The chart on the back of this page provides the agreed upon activities, details about that activity, suggested evidence of completion, and how the employee is required to submit that evidence. Please note that the employee is not required to submit any evidence this first year since our provider will be able to generate a report of who has completed each task, but it was suggested that the evidence is maintained by the employee in case there is a discrepancy in reporting from our provider. If you have any questions, please don't hesitate to reach out to your union representative or Beth Hohenstein in the Treasurer's office at 614-450-6163.

2020 Health Savings Account Required Activities to Earn 50% of the Board Contribution

Activity	Details	Evidence of Completion	Employee Required to submit Evidence?
Annual Physical Exam with PCP	Complete annual medical exam	Receipt from office visit	No. MMO will provide a report to Gallagher
Biometric Screening	Complete the screening (can be done in conjunction with annual exam)	Receipt indicating routine lab tests	No. MMO will provide a report to Gallagher
Dental Exam	Complete one dental exam in conjunction with cleaning	Receipt from dental exam	No. Delta will provide a report to Gallagher
Create an account on Medical Mutual's website	Sign on to MMO's website and establish a username and password	Print a screenshot	No. MMO will provide a report to Gallagher
Utilize MMO's Care Compare online tool	Using MMO's website, review the care compare tool and price compare services	Print a screenshot	No. MMO will provide a report to Gallagher
Complete a Health Risk Assessment	Using MMO's website, take the health risk assessment during the year. Remember to click on submit to receive your completion message	Print completion message	No. MMO will provide a report to Gallagher