

The following information regarding the Retiree Health Savings Plan is being provided to you.

Retirement Health Savings (RHS) Plan –

Retirement Health Savings (RHS) Plan is ICMA Retirement Corporation’s employer sponsored health benefit savings vehicle that allows you to accumulate assets to pay for medical expenses for you, your spouse and/or your dependents (e.g., health insurance and prescription expenses) in retirement (or other eligibility such as separation from service) on a tax-free basis. RHS offers a number of benefits, including tax-deferred accumulation of earnings and if account assets are used to pay for tax qualified medical benefits for you, your spouse and/or your dependents, the additional benefit of tax-free withdrawals.

During your career with the City of Gainesville you have been contributing to this Plan and are now eligible to begin using this benefit. At the time you separate from service your employer will notify ICMA-RC of your eligibility and, before beginning to receive benefits, you must complete the *VantageCare RHS Plan Employee Benefit Eligibility Form*.

VantageCare Retirement Health Savings (RHS) Plan Employee Benefit Eligibility Form –

This form must be completed and sent to the claims administrator to set up your account and process claims.

Retirement Health Savings Plan (RHS) Benefits Reimbursement Request Form -

For medical expenses submit the “Retirement Health Savings Plan (RHS) Benefits Reimbursement Request Form”. This completed form should be forwarded to VantageCare along with supporting documentation per form instructions.

Vantagecare Retirement Savings (RHS) Plan Direct Deposit Authorization Form -

If you prefer reimbursements to be direct deposited you will also need to send the completed direct deposit form to VantageCare.

What medical Expense payments will be covered? –

Information about what constitutes a qualifying medical expense can be found in IRS Publication 502, *Medical and Dental Expenses* (available on the IRS web site at www.irs.gov)

Make additional copies of these forms for future use as needed.

Employer Plan Numbers:

800150 – All Managers & Professional Employees, and CWA members

801974 – All IAFF DC members

801975 – All PBA members

Forms are available on the City of Gainesville Risk Management Internet & Intranet sites under Benefit Forms – Separation From Service

If you have additional questions or need further assistance don’t hesitate to contact the Risk Management Department at 352-334-5045.