



Contract Administration

MEMO

TO: PEF Members

FROM: Erika Frasier, Health Benefits Specialist

DATE: March 31, 2020

RE: **Dependent Care Plan – Informational Reminder**

Members can stop their Dependent Care Plan deductions or change their election amounts if they experience an eligible change in status. A change in care provider and/or change in work schedule (for the member or their spouse) are events that will allow employees to stop or reduce their deductions or even to newly enter the program. See the website for eligible change in status information, <https://goer.ny.gov/dependent-care-advantage-account>. Members can submit their change or enroll online <https://goer.ny.gov/enroll-online> or over the phone, 800-358-7202.

There is no limit on the number of changes the member can submit during the year. They may stop now, and re-enroll over the summer or next fall with the occurrence of another change in a status event, until November 1. There are only 24 payroll deductions, after November 1st changes cannot be made to payroll deductions.

Reducing or stopping the Dependent Care Plan, payroll contributions do not impact an existing plan balance. Any money contributed (including the employer contribution) to the plan remains in the account to use during the plan year. If member enrolled during open enrollment, anything in their account remains in the account for them to use for any daycare expenses from 1/1/2020 - 12/31/2020. If they enrolled following a change in status, account funds may be accessed beginning with the change in status start date through 12/31/2020.

The deadline for submitting for reimbursement for the Dependent Care Advantage Account has been extended from March 31 to April 30 to allow enrollees more time to submit claims for the 2019 plan year.