

**New Flexible Spending Account Administrator
Effective July 1, 2005**

A new Flexible Spending Account (FSA) Administrator, SHPS, Inc., has been selected to administer the Health Care & Dependent Care Spending Accounts for State employees, effective July 1, 2005. The Board of Public Works approved the new FSA Administrator contract on Wednesday, June 1, 2005.

SHPS, Inc. is a health management firm with extensive government and private industry experience in administering Flexible Spending Accounts. SHPS will provide a toll-free telephone number to speak directly with SHPS Benefits Counselors, an Interactive Voice Response (IVR) automated system, and website capability to review your account information.

You must enroll in a Health Care and/or Dependent Care Spending Account during the May 25 – June 15, 2005 Open Enrollment if you want to have an Account for the new plan year that begins on July 1, 2005. Your selection is in effect for the plan year of July 1, 2005 – June 30, 2006.

Beginning June 1, 2005, you may call into the SHPS Customer Service Center to speak with SHPS Benefits Counselors about Health Care and Dependent Care Spending Accounts. Their website will also be available to provide you with general information, as well as providing a special feature: a method to calculate how much money you will save in taxes by having a pre-tax Health Care and/or Dependent Care Spending Account. By following the prompts on the “FSA Calculator,” you can estimate how much tax money you save by having a pre-tax account.

Beginning July 1, 2005, the SHPS Customer Service Center, their IVR automated system, and the SHPS website will be available with your specific account information to provide you with full account services. For health care and day care services incurred starting July 1, 2005, all your claims and account services are through SHPS.

SHPS Account Services & Claims (For Services Incurred beginning July 1, 2005):

- **Toll-Free Customer Service Center: 1-877-358-4276 Hours: 8 am – 8 pm, Monday - Friday**
- **IVR Automated System: Available Beginning July 1, 2005 Hours: 8 am – 2 am, Monday – Saturday**
- **Website: www.shps.com Hours: 24 hours a day/7 days a week**
- **Mailing Address: SHPS FSA Administration, P.O. Box 34700, Louisville, KY 40232**
- **FAX Number: 1-866-643-2219**

CompuSys/Erisa (Current Administrator for Services incurred through June 30, 2005):

- **Toll-Free Customer Service Center: 1-888-966-3539 Hours: 8 am – 6 pm, Monday - Friday**
- **Website: www.flexmd.org Hours: 24 hours a day/7 days a week**
- **Mailing Address: CompuSys/Erisa, Flex Maryland, 12345 Hymeadow Drive, Building 4-200, Austin, TX 78750**
- **FAX Number: 1-888-329-8711**
- **For Services incurred through June 30, 2005, all claims and questions related to these claims are provided through CompuSys/Erisa**
- **Claims for services incurred through June 30, 2005 must be postmarked (or submitted via fax) to CompuSys Erisa by Midnight, October 15, 2005 for reimbursement**