

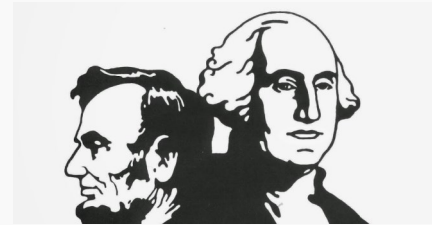


Birthday Wishes

02/09	Karla Kramer	Prosecutor's Office
02/09	Dustin Lunsford	Road & Bridge
02/10	Angela Platz	Public Admin Office
02/10	Danica Wallace	Sheriff's Office
02/12	Andrew Boster	Prosecutor's Office
02/28	Eldon Grissom	Sheriff
02/28	Cheyenne Grissom	Juvenile Office

Welcome New Employees

Eric Hennke Sheriff's Office



Services Anniversaries

02/09	2 yrs.	Lisa McKenzie	Sheriff's Office
02/09	2 yrs.	Danica Collinge	Sheriff's Office
02/10	2 yrs.	Gary Hunter	Road & Bridge
02/16	1 yr.	Beth Lambert	Public Administrator's Office
02/21	1 yr.	Carl Knoche	Sheriff's Office
02/23	2 yrs.	Curtis Burgin	Sheriff's Office

Important 2022 Dates

Friday February 11 County Offices Closed Lincoln's Birthday

Monday February 21 County Offices Closed Presidents' Day

Thursday March 31 Last Day to Submit RDA Claims for 2021

Thursday March 31 Last Day to Submit FSA Paper Claims for 2021



New Medical Insurance Cards Issued

Adair County is self-insured and is the insurance plan sponsor.

Group # is Adair County's plan identification number. Plan Type is either "Base" or "Buy Up" depending on employee coverage selection.

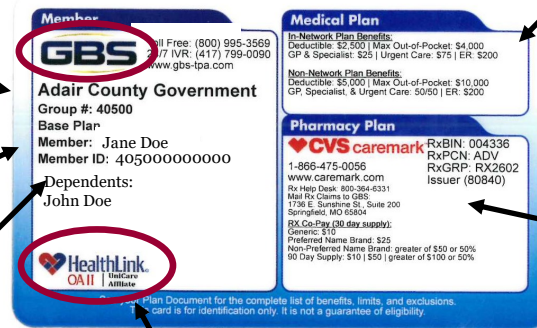
Member is always the employee's name.

Member ID is tied to the employee and ALL claims are processed through the employee's member ID. Dependents on your plan will be listed under the member ID.

Group Benefit Services (GBS) is the Third Party Administrator (TPA) for Adair County and is also known as the "payor". GBS pays all claims on behalf of Adair County and its employees.

Brief listing of "In-Network" plan benefits. This is not a full listing, please refer to your Summary Plan Description (SPD) for additional benefit details.

Prescription (Rx) benefit information. The Rx benefit is eligible for use in numerous pharmacies not just at CVS pharmacies.



HealthLink holds all contracts with "In-Network" health providers. When asked, "What insurance do you have?" Employees should tell them "Healthlink". OAIL stands for Open Access II which identifies the group of Preferred Provider Organizations (PPO) or "In-Network" health providers.

Group Benefit Services (GBS) can help employees with eligibility, benefit, and claim questions.

In order to receive the preferred lab benefit which is covered at 100%, lab work must be processed through **QuestSelect™**.

Pre-certification verifies that payment will be made for prescribed services and procedures. Pre-Certification is required for certain services and procedures.



PHCS and Multiplan extends access to the network of Preferred Provider Organizations (PPO). Which means employee's may also be eligible for "In-Network" benefits even when seeking care outside the HealthLink network.

All medical claims are submitted to HealthLink then sent to GBS for payment.

Employees that have not received new insurance cards should contact Heather in Human Resources at: (660)234-7914 or hkelley@adaircomo.com

100% Covered Lab Benefit



Quest Diagnostics (a Preferential Provider for your Preferential Lab Services Benefit) is rebranding their Lab Card program, including changing the program's name.

Effective January 1, 2022, Lab Card will be rebranded to **QuestSelect™**. This is a change in name only—**your lab services benefit with Quest will not change**.

This benefit provides 100% covered outpatient lab work services to you.

The **QuestSelect™** program works in two simple steps:

1. At the appointment, show your insurance card with the QuestSelect™ logo on the back and ask your health provider to send lab work to QuestSelect™.
2. If the doctor's office doesn't use QuestSelect™, members can ask them to call QuestSelect™ Lab Line to pick up the test sample at **1(800)646-7788**

What does QuestSelect™ cover?

QuestSelect™ benefit includes most frequently ordered **outpatient** lab tests including:

- Blood testing (eg, cholesterol, CBC)
- Urine testing (eg, urinalysis)
- Cytology and pathology (eg, pap smears, biopsies)
- Cultures (eg, throat culture)

New Pre-Certification and Concierge Service Company



You may have notice on your new Insurance cards Adair County has a new pre-certification and concierge service company. For medical procedures that require pre-certification or to access preferred benefit options members should have health providers contact **MedWatch** at **1(888)897-2171**.

MedWatch replaces Manage Care Concepts (MCC) for pre-certification and has a concierge service to help direct employees towards the best cost saving options.

Use MedWatch concierge service to find providers offering 100% covered preferred benefits such as:

- Non-hospital Imaging Services (MRI, CT, PET))
- Outpatient Surgical Procedures (non hospital)

Use MedWatch also for pre-certified services such as:

- Home Health
- Hospice Care
- Mental Health Services





**EMPLOYEES DO NOT HAVE TO
REACH OR MEET THEIR DEDUCTI-
BLE IN ORDER TO SUBMIT FOR
RDA REIMBURSEMENTS**

2021 Reimbursable Deductible Allowance (RDA) Benefit Submission Deadline

Employees have until March 31, 2022 to take advantage of Group Benefit Services (GBS) Reimbursable Deductible Allowance for any eligible 2021 expenses.

Through RDA, a portion of out of pocket expenses applied to your deductible and co-payments throughout the year can be reimbursed. *For example: A single person with the Base Medical Insurance Plan (\$2500 deductible) can be reimbursed up to \$500 of their paid deductible and co-payments annually.*

To receive a reimbursement, employees simply submit payment receipts and Explanation of Benefits (EOB) statements from the insurance company along with a completed RDA Claim Form to GBS either by mail, fax, or through employee's online GBS account.

Mail: GBS
1736 E Sunshine Suite 200
Springfield, MO 65804

FAX: 1(417)883-8261

RDA Claim Forms, for mail or faxed submissions, can be obtained at Human Resources at : (660)234-7914 or hkelley@adaircomo.com.

50% of unused RDA allowances, not claimed by March 31st each year, carries over into the following year with a maximum cumulative carryover limit not to exceed your annual deductible amount.

2021 Flexible Spending Account (FSA) Submission Deadline

You have until March 31, 2022 to submit paper FSA reimbursement forms for any 2021 eligible expenditures. Any 2021 contributions left in your Flexible Spending Account (aka Flexible Benefit Account) will be forfeited after this date. FSA balance information can be found on your GBS online account or you can call GBS at 1(800)995-3569 for account information.

To receive a reimbursement, employees simply submit payment documentation (receipts) along with a completed FSA Claim Form to GBS either by mail, fax or through employee's online GBS account.

Mail: GBS
1736 E Sunshine Suite 200
Springfield, MO 65804

FAX: 1(417)883-8261

FSA Claim Forms, for mail or faxed submissions, can be obtained at Human Resources at: (660)234-7914 or hkelley@adaircomo.com.



EYE EXAM BENEFIT

Participants in the GBS Medical Plan can get reimbursed up to \$100* for eye exams annually **without being enrolled in the supplemental vision coverage**. Employees just need to complete a claim form and submit it to GBS with a paid eye exam receipt. Call Human Resources at (660)234-7914 or email hkelley@adaircomo.com for information.

**Reimbursement amounts (up to \$100) will cover only costs associated with the "regular" eye exam. Additional tests outside of the normal eye exam are not eligible for reimbursement.*

Notice To Employees

VICTIMS OF DOMESTIC OR SEXUAL VIOLENCE

LEAVE TIME ALLOWED

See [Section 285.630, RSMo.](#), and refer to [Sections 285.625 to 285.670 RSMo.](#) for definitions.

EMPLOYEES who are victims of domestic or sexual violence, or have a family or household member who is a victim of domestic or sexual violence, may take unpaid leave from work to address such violence by: _____

- Seeking medical attention for, or recovering from, physical or psychological injuries caused by such violence.
- Obtaining services from a victim services organization.
- Obtaining psychological or other counseling.
- Participating in safety planning, temporarily or permanently relocating, or taking other actions to increase the safety of the employee or employee's family or household.
- Seeking legal assistance or remedies to ensure health and safety.

In the case of domestic or sexual violence as defined by statute, an individual who works for a business with 50 or more employees is entitled to up to two workweeks of unpaid leave within any 12-month period to address the related matters above. An individual who works for a business employing 20 to 49 employees is entitled to up to one workweek of unpaid leave within any 12-month period to address such matters.

Leave may be taken intermittently or on a reduced work schedule. The employee shall provide to the employer 48 hours notice unless such notice is not practicable.

EMPLOYER: _____

- May request certification that the employee or member of family or household is a victim as described above.
- Must restore the employee to the position of employment held prior to the reporting of domestic or sexual violence or an equivalent position.
- Must maintain coverage for the employee and any family or household member under any group health plan for the duration of such leave at the level and under the conditions coverage would have been provided had the employee continued in the employment previously held.
- May, under many circumstances, recover from the employee the premium paid for maintaining coverage if the employee fails to return from leave after the leave period has expired.



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For additional policy details, please refer to section 10.9 of Adair County's Employee Manual

Feel Good February

I am going to be Grammy to my second grandchild in August 2022 and I can hardly wait!

Kim Salter, Treasurer's Office

I'm going to share that I'm going to be seeking election for Adair County Circuit Clerk in 2022. Yay !

Martha Cole, Circuit Clerk's Office

Mayonnaise, it just makes a sandwich better.

Deputy Charles Truitt

Please make sure to tell Charlie you read (in the newsletter) how good he feels about mayo!

My husband Joe and Commissioner Bill King removed a false wall in the Circuit Clerk's Office a few weeks ago. After the wall was removed, I could visualize my office being restored back to its former glory days. I really like how it looks and I think the public will appreciate the courthouse renovations once everything is completed.

Linda Decker, Circuit Clerk

I was driving home the other night around 6:15pm and I could still see a hint of sunlight in the western sky!!!!

More Sunshine = More Happiness

Heather Kelley, HR