

EMPLOYEE NEWSLETTER MARCH 2022



Birthday Wishes

03/08	Sandy Collop	County Clerk
03/14	Brenda Swedberg-Buner	Prosecuting Attorney's Office
03/16	Emily Hurley	Sheriff's Office
03/16	Carl Knoche	Sheriff's Office
03/19	Sonja Harden	Collector
03/19	Betty Shahan	County Clerk's Office
03/20	Tracy Hunter	Recorder's Office
03/28	Bill King	Commissioner

Important 2022 Dates

Sunday March 13	Daylight Saving Time Set Clocks Ahead 1 Hour
Sunday March 20	First Day of Spring
Thursday March 31	Last Day to Submit RDA Claims for 2021
Thursday March 31	Last Day to Submit FSA Claims for 2021
Sunday April 17	Easter
Tuesday April 5	Municipal Election Day



Welcome New Employees

Katie Harris	Juvenile Office
Randy Yos	Road & Bridge
Jesse Miller	Sheriff's Office



Service Anniversaries

03/01	22 yrs.	Jeff Gottman	Sheriff's Office
03/01	19 yrs.	Dana Buster	Prosecuting Attorney's Office
03/01	1yr.	Todd Smith	Road & Bridge
03/08	2 yrs.	Jeremiah Treece	Sheriff's Office
03/10	8 yrs.	Chris Stivers	Sheriff's Office
03/10	2 yrs.	J.B. Hamlin	Road & Bridge
03/14	6 yrs.	George Kramer	Prosecuting Attorney's Office
03/16	13 yrs.	Charlie Truitt	Sheriff's Office
03/21	1yr.	Travis Williams	Sheriff's Office
03/21	5 yrs.	Andrew Boster	Prosecuting Attorney's Office
03/21	11 yrs.	Karen Hammons	Collector's Office
03/23	12 yrs.	Matt Wilson	Prosecuting Attorney



100% Covered Lab Benefit through Group Benefit Services (GBS)*

The QuestSelect™ benefit **provides 100% covered outpatient lab work services** to GBS insurance members.

The program works in three simple steps:

I. Lab work ordered.

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™. Verbally requesting the service is important—if not verbally requested, the member's standard copays and deductibles will apply.

II. Specimen collection.

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**.

III. Specimen processing.

Your specimen will be processed through the QuestSelect™ program at an approved Quest Diagnostics facility and results will be sent back to your physician (usually within 24-48 hours).

Covered Lab Card Test Include:

- Blood Testing (cholesterol, CBC-complete blood count)
- Urine Testing (urinalysis)
- Cytology and Pathology (biopsy, pap smears)
- Cultures (throat cultures)

Lab Card Test Not Covered:

- Lab work completed during hospitalization
- Lab work completed on an emergency basis
- Mammograms, x-ray, imaging, dental work
- Lab work performed without use of QuestSelect™
- Test not covered by our current health plan

*The QuestSelect™ benefit covers the costs associated with specimen testing, members may be billed from their provider for specimen collection and handling.

Note: Employees that use the QuestSelect™ (Quest Diagnostics Lab services) and still receive a bill should contact Heather in Human Resources at hkelley@adaircomo.com or (660)234-7914.



\$5 Allergy Injections

Receiving these shots works in three simple steps:

1. Symptoms triggered. When the member begins experiencing allergy symptoms (itchy/watery eyes, sneezing, running nose, etc.), they speak with their physician who determines what they're allergic to and what treatment option is best for them.
2. Injections ordered. Once the physician determines that injections are the best option for the member, the member will schedule an appointment to receive the injections. This appointment is typically recurs every week or every other week.
3. Injections received. The member will pay a \$5 co-pay for the allergy injection. *

***An additional office visit co-pay or other charges may apply to the appointment. The \$5 co-pay applies to the injection only. Charges for doctor visits, testing, or other services may apply.**

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 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 your employee's online GBS account.

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

FAX: 1(417)883-8261

Online: <https://mygbshealth.com> (Member's Tab)

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

EMPLOYEES DO NOT HAVE TO REACH OR MEET THEIR DEDUCTIBLE 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

Online: <https://mygbshealth.com> (Member's Tab)

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.



News From Around the County

Election Season Is Here!

The Clerk's Office has been busy preparing for the 2022 election season. Clerk's Office Staff are currently handling absentee voting for the April Municipal Election and accepting candidate filings for the August Primary Election. Hang in there ladies...It will all be over with in November!



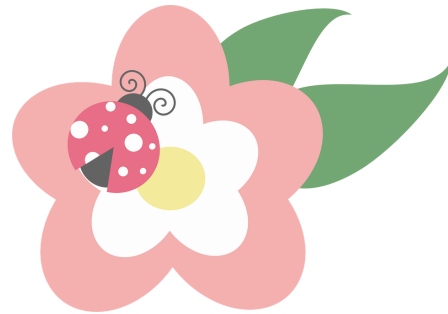
Deputy Clerk Tammy Miller holds a sample Municipal Election ballot in front of the absentee voting booths located at the Clerk's Office .

Primary Election

Candidate filing for the August 2, 2022 Primary Election is now open. Individual seeking to run for local county offices have until 5:00 p.m. on March 29, 2022 to file in the Clerk's Office (*see contact details below*).

Open County Office Positions:

- ✓ Associate Circuit Judge
- ✓ County Commissioner– Presiding
- ✓ County Clerk
- ✓ Collector of Revenue
- ✓ County Treasurer
- ✓ Recorder of Deeds
- ✓ Prosecuting Attorney
- ✓ Circuit Clerk



Incumbents or challengers, who win at the August Primary, will then compete in the General Election on November 8, 2022.

Municipal Election

The 2022 Municipal Election will take place on Tuesday April 5, 2022.

Municipal Elections allow Adair County residents the opportunity to elect city council members, aldermen, and school board members. Ballots may also include bond and local sales tax issues to support various county services or projects.

Absentee voting **by mail** and **in-person** is currently underway.

Mailed absentee ballots must be received before 7:00pm on Tuesday April 5, 2022 (*Wednesday March 23, 2022 is last day absentee ballots can be requested and mailed to voters*).

On-site absentee voting will continue thru Monday April 4, 2022 at the Adair County Clerk's Office (*see contact details below*).

Polling locations will be open from 6:00am – 7:00pm on Tuesday April 5, 2022 the day of the Municipal Election.

For election information visit the Adair County Clerk's Office, email, or call:

Adair County Clerk's Office
311 N Elson (temporary location)
Kirksville MO 63501
Phone: (660)665-3350
elections@adaircomo.com

Additional election information, sample ballots, candidate filing requirements are available on the county website:
adaircountymissouri.com