

August 9, 2016

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Visit **PEBA TV** now!

## No ifs, ands or butts about it...

A seat is still available for you at the Greenville Technical College colonoscopy education workshop. The workshop will be held in the Nursing Building 117, Room 119 on August 23 from 12 noon - 1 p.m. Greenville Technical College is located at 506 S. Pleasantburg Drive, Greenville, S.C. Dr. Stephen Yarborough, MD, of Gastroenterology Associates, PA, will be the speaker.

August 18 is the deadline [to register for this workshop](#). A regular colorectal cancer screening is one of the best ways to prevent colorectal cancer. Email [wellness@peba.sc.gov](mailto:wellness@peba.sc.gov) or call 803.737.5713 if you have questions. A light lunch will be provided.

## Basic long term disability FICA tax reimbursement

The [March 25, 2016 issue of PEBA Update](#) referenced that PEBA's contract with The Standard includes a process where The Standard remits the applicable employer's portion of FICA taxes to the Internal Revenue Service on a monthly basis for employees who are on a basic long term disability (BLTD) claim. Because this is an employer tax, The Standard direct bills applicable employers for any FICA taxes remitted on behalf of their employees during the calendar year.

FICA tax is composed of two parts, Social Security and Medicare, and is a mandatory tax withheld under the following three circumstances:

1. During the first six complete calendar months after the individual ceases work due to disability;
2. During disability when the claimant returns to work with their own employer; and
3. During the first six complete calendar months after the employee ceases work again.

Previously, the billing process occurred once a year in January. If an employer had an employee that received BLTD benefits in the prior calendar year and was subject to FICA taxes, employers would receive an invoice directly from The Standard. In March it was announced that

## Have you visited the Hub lately?

Content is added regularly to the [PEBA Health Hub](#). Be sure to visit for monthly health topics, as well as other turnkey marketing toolkits and materials you can easily download and share with your employees. Don't forget to sign up for reminders when you visit the page! Check out these new resources today:

### Under Member tools on Page 1:

- Comparison between the Standard and Savings Plans
- Maternity management flyer
- How to order a replacement insurance card

### Under Member savings on Page 1:

- Blue365 discount flyer

### Under Zika virus on Page 3:

- Zika virus flyer

### Page 4:

- Resources from other vendors

The Standard would begin billing employers on a quarterly basis. Due to some technical issues at The Standard, quarterly billing was not executed as expected in April. However, we are pleased to report that The Standard is now ready to move forward with the quarterly billing process.

In an effort to reconcile all accounts for the year, if an employer had an employee that was subject to FICA taxes and received BLTD benefits between January 1, 2016, and June 30, 2016, employers will receive an invoice for the applicable time period the week of August 8. Future invoices will be mailed within 30 days following the end of each quarter and are due within 15 days of the date of the invoice.

If you have any questions about the taxability of long term disability benefits, please see [The Standard's Guide to Taxation of Employee Disability Benefits](#) or visit the [Internal Revenue Service website](#).

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## Zika: don't let it bite you

As the end of summer quickly approaches, people may be planning last-minute getaways, like tropical vacations, or some may decide to stay local here in South Carolina. In both cases, there is a chance of coming into contact with a Zika-infected mosquito. The Zika virus typically spreads through the bite of an infected mosquito, which can bite during the day or night. The best way to prevent Zika is to protect yourself from mosquito bites.

The South Carolina Department of Health and Environmental Control (DHEC) has materials to educate and promote prevention tactics within your workplace. A [video](#) and flyers with preventions tips about [how to protect your home](#) and [how to protect yourself](#) are available to view and display around your workplace. These tips can help keep you and your employees healthy during South Carolina's long mosquito season.

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## Need assistance with adoption?

The State Employee Adoption Assistance Program is available to you. Adoption assistance been approved for fiscal year 2017. In order to be eligible for assistance, employees must participate in a PEBA insurance program and be employed with a participating PEBA employer when the adoption is submitted, when the adoption is finalized and when the benefit is paid.

If an eligible employee finalized an adoption between July 1, 2015, and June 30, 2016, he may apply for financial assistance. Eligible employees include permanent or probationary full-time or part-time employees of any department, institution, board, commission, council, division, bureau, center, school, hospital or other agency of the state of South Carolina. Law enforcement officers and employees of public schools and special purpose districts also are eligible.

Applications will be accepted until September 30, 2016. For a non-special needs child, the maximum award is \$5,000; the maximum amount for adopting a special needs child is \$10,000. Financial assistance through adoption assistance is subject to federal income and FICA payroll taxes. The employee is responsible for calculating and paying any federal income taxes. The employer is responsible for the employer payroll tax match. This amount is

reported on the employee's W-2 format the end of the year, and assistance is not subject to state income taxes.

According to IRS Publication 15-B, *Employer's Tax Guide to Fringe Benefits*, employers should report all qualifying adoption expenses reimbursed to an employee under an adoption assistance program. PEBA will withhold the employee's share of the FICA payroll taxes from the adoption assistance benefit. The withholdings will be sent to the employer.

Contact PEBA's Insurance Financial Services department at 803.734.1696 for an application.



202 Arbor Lake Drive  
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803.737.6800 | 888.260.9430  
[www.peba.sc.gov](http://www.peba.sc.gov)  
Monday-Friday, 8:30 a.m.-5 p.m.

Not all employers participate in a PEBA-administered retirement plan or insurance programs. Please disregard any information not applicable to you.

Data classification: public information



August 16, 2016

BLTD, FICA tax reimbursement invoices

Benefits at Work coming real soon

Get in the loop with PEBA

Newborn SSNs



## Adult vaccines at no charge!

This may include flu, shingles, tetanus, pneumonia, HPV shots and more.

For details, go to [www.PEBAperks.com](http://www.PEBAperks.com).



## Get in the loop

Do you know what's happening at PEBA? What about other staff in your office? If not, here's how you can get in the loop!

Staff who should receive email updates from PEBA need to get authorization from your agency's authorizing agent, as our distribution lists are automatically pulled from **Employee Benefits Services** (EBS) for insurance and **Employer Electronic Services** (EES) for retirement. Each person who should receive information and materials from us should be added to the **contact list** in each system, and not just be a registered user of EBS or EES.

If you are assisting or replacing someone, employer contact information can also be updated or deleted via EBS and EES.

## Did you receive your basic long term disability FICA tax reimbursement invoice?

During the calendar year, the Standard direct bills each applicable employer for any FICA (employer taxes remitted on behalf of their employees. The Standard is contracted with PEBA to include a process for them to remit an applicable employer's portion of FICA taxes to the Internal Revenue Service (IRS) monthly for employees who are on a basic long term disability (BLTD) claim (as referenced in an **earlier edition of PEBA Update**).

FICA tax has two components - Social Security and Medicare - which is a mandatory tax. There are three circumstances under which these taxes are withheld:

- During the first six complete calendar months after the individual ceases work due to disability;
- During disability when the claimant returns to work with his own employer; and
- During the first six complete calendar months after the employee ceases work again.

All accounts for the year must be reconciled. If your agency had an employee that was subject to FICA taxes and received BLTD benefits

## Add Social Security numbers to cover newborns

Be sure to include newborn dependents' Social Security numbers (SSN) to EBS transactions when adding them to a subscriber's coverage. If the SSN is not included and it is overlooked by PEBA, the dependent's will not be listed.

between January 1, 2016, and June 30, 2016, **you should have received an invoice from The Standard during the week of August 8.** Please note that future invoices will be mailed within 30 days following the end of each quarter and are payable within 15 days of the invoice date.

If you have any questions about the taxability of long term disability benefits, please see **The Standard's Guide to Taxation of Employee Disability Benefits** or visit the **IRS website**.

## Benefits at Work conference coming real soon

It's almost time for the 2016 Benefits at Work conference. If you want to know which vendors will be there, check out this new reel, a **video** highlight of the vendors that will be hosting exhibit tables at the conference.

For conference questions, please email **employerservices@peba.sc.gov**.



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August 23, 2016

BAW presentations

Are you ready to Rally?

Maintenance scheduled for EBS,  
MyBenefits

Midlands' wellness and benefits  
fair



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This may include flu,  
shingles, tetanus,  
pneumonia, HPV shots  
and more.

For details, go to  
[www.PEBAperks.com](http://www.PEBAperks.com).



## EBS, MyBenefits unavailable during maintenance

Beginning at 5 p.m. Friday,  
September 2 through 8 a.m.  
Monday, September 5, Employee  
Benefits Services (EBS) and  
MyBenefits will be temporarily  
unavailable for scheduled  
maintenance in preparation for  
open enrollment. Normal access  
will resume promptly after this  
time.

## Wellness and benefits fair

## Benefits at Work presentations

The BAW conference presentations are available on PEBA's website [here](#). Print the presentations or download them to your laptop/tablet. Printed copies of the presentations will not be available at the conference.

## Are you ready to Rally?

Last week we announced the introduction of Rally<sup>®</sup> for 2017.

Next week at the Benefits at Work conference is your chance to get a little taste of Rally prior to the launch. Be sure to stop by the Rally booth to learn more and get a free reward! You will have the opportunity to participate in four Missions, which are simple activities designed to help you move more, eat better and feel great:

- Be grateful each day
- Focus on fruits and veggies
- Swap a sugary drink for water
- Do something creative

And best of all, get a shot at winning some great rewards. We look

# scheduled for Midlands

Mark your calendars! On Tuesday, September 20, the State House will host its 2016 wellness and benefits fair on the Edgar Brown Building concourse from 10 a.m. until 2 p.m.

This event, hosted by the S.C. Department of Parks, Recreation and Tourism, the S.C. Department of Administration, the S.C. House of Representatives and PEBA, will feature vendors that can answer questions about benefits options for 2017. Door prizes will be given throughout the duration of the event. Be on the lookout for more information in *PEBA Update* soon.

forward to seeing you at the conference next week.

Get ready to Rally!

**NO PURCHASE NECESSARY.** Void where prohibited and outside US. Open to all U.S. residents who are 18 yrs.+ at entry, meet the eligibility criteria, and enter in accordance with the Official Rules. Enter by submitting simulated coins, which you may obtain by completing activities specified by Sponsor at the Event, in a specific sweepstakes. Entries must be submitted on-site, in-person at one of the four Events on August 29, 30, 31 and September 1, 2016, respectively, at Columbia Metropolitan Convention Center, Columbia, SC between 8 a.m., ET and 4 p.m., ET. Each day, there will be four (4) separate drawings for four (4) separate rewards: iPad Mini 2 (ARV: \$269), \$200 Visa Gift Card (ARV: \$200), Fitbit Charge HR (ARV: \$150), GoPro HERO Session (ARV: \$199)]. Odds of winning each drawing depend on number of entries received. You agree to the **Official Rules** of the sponsor, Rally Health, posted at the Event by entering.

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August 30, 2016

**New call management system for PEBA**

**Maintenance scheduled for EBS, MyBenefits**

**Midlands' wellness and benefits fair**

**PEBA Perks program hits the road**



## Adult vaccines at no charge!

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For details, go to  
[www.PEBAperks.com](http://www.PEBAperks.com).



## It's a wellness and benefits fair scheduled for the Midlands

You're invited to join the S.C. Department of Parks, Recreation and Tourism, S.C. Department of Administration, the S.C. House of Representatives and PEBA on Tuesday, September 20 at the State House (on the Edgar Brown Building concourse) for the 2016 wellness and benefits fair.

The event will be held from 10 a.m. until 2 p.m. and will feature Midland's region vendors who will showcase benefits options. Door prizes will be given throughout the duration of the event. Keep reading *PEBA Update* each week as more information about this event will be available soon!

## PEBA transitions to new call management system

PEBA began transitioning to a new call management system Monday, August 29, 2016. As with any project of this magnitude, there can be technical glitches and delays. We appreciate your patience as we upgrade our system to better serve you.

The phone numbers for the agency - 803.737.6800 and 888.260.9430 - will not change and representatives will continue to be available Monday through Friday, 8:30 a.m. to 5 p.m. Benefits administrators need to be sure to use these main phone numbers instead of any other number they may have used previously.

## Maintenance scheduled for EBS, MyBenefits

In preparation for open enrollment, Employee Benefits Services (EBS) and MyBenefits will be temporarily unavailable starting Friday, September 2 at 5 pm for scheduled maintenance. Normal access will promptly resume on Monday, September 5 at 8 a.m.



# PEBA Perks program travels to Florence

Want to know more about PEBA Perks? Well you'll get the opportunity to do so on Wednesday, September 14 at Francis Marion University (4822 East Palmetto Street) in Florence, S.C. Our resident expert, Diane Conte, MSPH, from PEBA's Employer Services Department, will be on hand to tell you about benefits of PEBA Perks and how participants can take advantage of these benefits.

The workshop will be held from noon until 1 p.m. in the Stokes Administration building, Room 114. Click [here](#) for more information and to register for the workshop.

PEBA provides several value-based benefits at no cost to members whose primary insurance is the State Health Plan. If you have questions the workshop or PEBA Perks, email [wellness@peba.sc.gov](mailto:wellness@peba.sc.gov).



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