

June 7, 2016

[BAW registration to begin soon](#)

[BA Manual updated](#)

[Have you been to the Hub?](#)

[How to file ACA](#)

Don't do anything rash ...  
like skip the shingles vaccine!

The shot is covered at no cost to State Health Plan  
primary members age 60 and older.



Find a ready-to-use toolkit  
at [www.PEBAHealthHub.com](http://www.PEBAHealthHub.com).



Visit [www.peba.sc.gov/pcmh.html](http://www.peba.sc.gov/pcmh.html)

## Protect yourself from skin cancer

Skin cancer is the most common cancer in the United States. According to the Skin Cancer Foundation, an estimated 76,380 new cases of invasive melanoma will be diagnosed in the U. S. in 2016.

While melanoma accounts for less than 2 percent of skin cancer cases, it results in the majority of skin cancer deaths - about one every hour!

Check out page three of PEBA's [Health Hub](#) to download information you can share with your employees.

Don't do  
anything rash

## Benefits at Work conference registration to begin soon

Registration for the 2016 Benefits at Work (BAW) conference will begin soon! Participating employers may attend the conference at no cost. Third party enrollers (TPEs) must register through their sponsoring benefits administrator and pay a \$25 fee.

The participants' schedule is below:

- Higher education - August 29
- State agencies - August 30
- Local subdivisions - August 31
- School districts - September 1

The BAW conference will be held at the Columbia Metropolitan Convention Center August 29 - September 1. For conference questions, please contact Tiffany Latimer at 803.737.7508 or [tlatimer@peba.sc.gov](mailto:tlatimer@peba.sc.gov).

*Benefits Administrator Manual  
updated*

The shingles vaccine can reduce your risk for developing shingles and its complications. There's no cost to State Health plan primary members beginning at age 60 to a network provider or pharmacy. Consult with your doctor for a shingles vaccine prescription if you need one.

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

The updated 2016 [Benefits Administrator Manual](#) is available now on the [PEBA website](#).

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## Have you been to the Hub lately?

When is the last time you visited the Hub - PEBA's [Health Hub](#) that is? This website provides a collection of turnkey toolkits you can download and use to support whatever health issue you'd like to spotlight for your employees.

Summer is almost here and there is a lot of helpful information you can use to help you survive the long, hot summer days ahead. Go ahead and hop on over to the Hub today, and don't forget to sign up when you visit the page!

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## Here's how non-SCEIS employers should file IRS ACA information returns

Under the Affordable Care Act (ACA), employers who issued information returns (Form 1095-C and or Form 1095-B) to their employees or former employees must submit transmittals, along with copies of the information returns, to the Internal Revenue Service (IRS). Employers who issued less than 250 information returns may file by paper.

Employers who issued 250 or more information returns must file electronically. The deadline for filing electronically is June 30, 2016. The deadline to file by paper is May 31, 2016. However, the IRS encourages all employers to file electronically, even if they issued less than 250 returns.

**Please note:** The Comptroller General will file these forms for SCEIS employers.

Remember: ACA information returns and transmittals may only be filed electronically through the ACA Information Return (AIR) system. There are several steps to follow to file under the AIR system. In general, to file electronically, an employer will need to register with e-Services and get a Transmitter Control Code (TCC). Here are the steps:

### Step 1: Register to use IRS e-Services tools

Before using any IRS e-Services tools, including the AIR system, all responsible officials and contacts in the organization must complete the e-Services registration. Responsible officials and contacts must register through e-Services before an employer can apply for its Information Return Transmitter Control Code (TCC).

### Step 2: Apply for a TCC

In addition to registering for IRS e-Services tools, an employer must have a TCC to electronically file AIR Forms 1094/1095-B and 1094/1095-C. After registering with e-Services and completing the confirmation process, an employer will have access to the ACA Application for a TCC.

The application must be completed and the responsible officials must sign the terms of agreement with the PIN they created during the registration process. When the application is complete, the TCC will be visible online and will be mailed to the employer via the U.S. Postal Service.

### Step 3: Test communication with AIR system

Employers must pass all applicable test scenarios. This will help ensure the employer can communicate with the IRS before submitting information returns through the AIR system.

#### Step 4: Electronically filing through AIR

Employers can begin to file electronically for tax year 2015 on January 21, 2016. Transmissions to AIR must be comprised of only one type of ACA information return and must include the appropriate transmittal form. For example, a transmission must only contain:

- Forms 1095-B and Form 1094-B or
- Forms 1095-C and Form 1094-C

The forms cannot be combined. AIR will process each submission and provide a status with detailed acknowledgement to the transmitter.

Additional information about filing electronically through the AIR System and detailed explanations and instructions for all of the steps can be found [on this IRS page](#).



202 Arbor Lake Drive  
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803.737.6800 | 888.260.9430  
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



June 14, 2016

EBS access

New HSA custodian

BAW registration open

Service purchase rate increase

New PEBA TV videos

## Don't do anything rash ... like skip the shingles vaccine!

The shot is covered at no cost to State Health Plan primary members age 60 and older.



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## How to order a replacement ID card

Members who need to replace an insurance ID card can do so by contacting the appropriate vendor. An [updated flyer](#) that includes contact information is available on the insurance resources page of the PEBA website. A member will need his Benefits Identification Number (BIN) to request a replacement card. If he doesn't know his BIN, he can login to [MyBenefits](#) and select Get my BIN.

## Don't lose your access

PEBA insurance benefits is sending recertification letters on June 14 to each group's authorizing agent so he can recertify the group's Employee Benefits Services (EBS) access. July 31, 2016, is the deadline for recertification.

Attached to the letter will be a list of employees and the systems they are authorized to access in EBS. Please indicate if these employees still need the access listed. This report is also available in EBS.

To change an employee's access or add a new EBS user, the authorizing agent must submit a new EBS Designated Employee Confidentiality Agreement. Recertification will not require changing logins and passwords.

Remember, to continue using EBS without interruption, please return the letter and the form to PEBA insurance benefits by July 31, 2016.

Are you using  
the correct

WageWorks announces change  
to custodian for health savings

## address?

When remitting participant contributions to WageWorks, be sure you are using the correct address. A list of addresses is available [online](#).

For claims, enrollment and change in status forms, please use the following address:

WageWorks  
P.O. Box 14766  
Lexington, KY 40512-4766

## accounts

The State Health Plan's health savings accounts (HSA) are administered by WageWorks and Wells Fargo is the current custodian for these accounts. Wells Fargo is transitioning its HSA business to Optum, an industry leader and one of the largest providers of health savings accounts in the United States. State Health Plan subscribers will not be impacted by this change until September 2016. Participants will receive more details about the transition from Wells Fargo in the coming months. Participants who have questions about their HSA account may contact Wells Fargo customer service at 866.884.7374. Frequently asked questions about the transition are available [online](#).

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## Benefits at Work conference registration open

The 2016 Benefits at Work conference will be held at the Columbia Metropolitan Convention Center August 29 - September 1. Registration for benefits administrators and third-party enrollers is required by Friday, August 5, 2016.

You can find more details about the conference and register to attend [online](#).

For conference questions, please contact Tiffany Latimer at 803.737.7508 or [tlatimer@peba.sc.gov](mailto:tlatimer@peba.sc.gov).

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## Service purchase interest rate to change 7/1/16

The interest rate for installment service purchases initiated July 1, 2016, through June 30, 2017, is 5.50 percent. The interest rate is fixed for the term of the installment. This change does not affect installment service purchases initiated prior to July 1, 2016. Please contact PEBA's Customer Contact Center if you have questions at 803.737.6800 or 888.260.9430.

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## *New videos added to PEBA TV*

PEBA has added two new videos, "Budget pitfalls" and "Financial safety net," to our YouTube channel, [PEBA TV](#). These videos are a part of our *Be aware and prepare* educational series. A new edition of the State Optional Retirement Program (ORP) overview video has also been added to the channel. Be sure to tune in frequently to watch our latest videos.



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June 21, 2016

EBS, MyBenefits maintenance  
scheduled

What to know about Zika

Diabetes workshops planned

New PEBA TV videos

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Visit [www.PEBAHealthHub.com](http://www.PEBAHealthHub.com)

## Register now for Benefits at Work conference

Registration for the 2016 Benefits at Work conference has begun and is required for benefits administrators and third-party enrollers. For more details about the conference and/or to register by the Friday, August 5, 2016, deadline, click [here](#).

For conference questions, please contact Tiffany Latimer at 803.737.7508 or [tlatimer@peba.sc.gov](mailto:tlatimer@peba.sc.gov).

## Duly noted

After June 30, the *PEBA Update*

## EBS, MyBenefits will be unavailable during maintenance

Beginning at 5 p.m. Thursday, June 23 through 8 a.m. Friday, June 24, Employee Benefits Services (EBS) and MyBenefits will be temporarily unavailable for scheduled maintenance. Normal access will resume promptly after this time.

## Don't give Zika a biting chance

As it gets warmer, employees are preparing for their summer getaways. Some may be planning a tropical vacation or some may stay closer to home in South Carolina for a weekend getaway. 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, and mosquitoes can bite day or night. The best way to prevent Zika is to protect yourself.

The South Carolina Department of Health and Environmental Control (DHEC) developed materials to educate and promote prevention tactics



newsletter, which is now email based, will no longer be archived on PEBA's website. You are encouraged to create an email folder to save the issues for future reference. You will be able to view the newsletters from January through June 2016 on the [archive page](#).

within your workplace. Two flyers are available for download to display around your workplace - [Protect Yourself](#) and [Protect Your Home](#). DHEC has also created a [short video](#) that you can share with your employees. These preventions tips can help keep you and your employees healthy during South Carolina's long mosquito season.

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## Don't sugar coat it: diabetes education workshop planned

Complications from diabetes include heart disease, stroke, amputation, end-stage kidney disease, blindness and death. PEBA encourages State Health Plan members to learn more about diabetes so they can help control their health outcomes and live healthier, better lives. A diabetes education workshop will be offered Wednesday, July 13, 2016, from noon to -1 p.m. at in Room 216 of the Trident Technical College Student Center, 7000 Rivers Avenue, North Charleston, S.C.

This workshop will provide tips to help you manage diabetes and pre-diabetes. The more you know about the disease, the better you will be able to manage or delay its onset. Registration is available [online](#). For questions, please email [wellness@peba.sc.gov](mailto:wellness@peba.sc.gov) or call 803.737.5713.

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## On the reel

The [PEBA TV](#) YouTube channel series, *Be aware and prepare* educational series now has two new videos, "Budget pitfalls" and "Financial safety net." A new edition of the State Optional Retirement Program (State ORP) overview video has also been added to the channel. Tune in regularly to see our latest videos.



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June 28, 2016

BAW agenda

Diabetes workshops

SFAA approves increase

MyFBMC maintenance scheduled

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## SFAA approves retirement contribution rate increases

The State Fiscal Accountability Authority (SFAA) approved a 0.5 percent increase in employer and employee retirement contributions for fiscal year 2017 for members of the South Carolina Retirement System and the Police Officers Retirement System (PORS). Learn more at [www.peba.sc.gov/latestnews.html](http://www.peba.sc.gov/latestnews.html).

## MyFBMC, customer service

## BAW agenda available

The agenda and workshop descriptions for the 2016 Benefits at Work conference are now available [online](#).

The deadline to register for the conference is Friday, August 5, 2016. For conference questions, please contact Tiffany Latimer at 803.737.7508 or [tlatimer@peba.sc.gov](mailto:tlatimer@peba.sc.gov).

## There's nothing sweet about diabetes

A diabetes education workshop is being offered Wednesday, July 13, 2016, from noon to 1 p.m. on the campus of Trident Technical College (7000 Rivers Avenue, North Charleston, S.C.) in the Student Center, Room 216. Registration is available [online](#). This workshop will provide tips to help you manage diabetes and pre-diabetes.

State Health Plan members can learn more about diabetes, which can help them control their overall health and live healthier lives to prevent or prolong complications such as heart disease, stroke, amputation, end-stage kidney disease, blindness and death.

# will be unavailable during maintenance

Beginning at 2 p.m. Friday, July 1, through Monday, July 4, the MyFBMC website and customer service will be unavailable for scheduled maintenance. Normal access will resume promptly on July 5.

For questions, please email [wellness@peba.sc.gov](mailto:wellness@peba.sc.gov) or call 803.737.5713.



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