

Hot Off The Press

Screen 106 - Spending Accounts

Effective Thursday, September 21st, 2006, Screen 106 will have new Number-of-months fields for both Spending Account deductions. Previously, Screen 106 could only calculate an accurate Spending Account Goal Amount (total yearly deduction) for employees with a standard 9 or 12 month appointment. With the addition of these fields, it will be possible to calculate accurate Spending Account Goal Amounts for all employees, regardless of their annual term months. The new Number-of-months fields will be used for both Health and Dependent Care Spending Accounts. The new fields are located in the Pln column on Screen 106 and should be populated with the total number of months the employee will have a Spending Account deduction taken over the course of an entire fiscal year. The calculation of the goal amount is unchanged. The fiscal year to date deduction amount is added to the number of months remaining to be paid multiplied by the deduct amount. The change will occur in how the number of months remaining to be paid is calculated. The number of months remaining to be paid will be calculated by subtracting the due date from the start date to determine the number of months already paid. The number of months already paid is then subtracted from the new spending account Number-of-months field to get the number of months remaining to be paid. See the sample calculation below.

Number-of-months	Ded Amt	Start Date	Due Date	Fytd Amt
11	100.00	10/01/2006	12/01/2006	200.00

$$\text{Goal Amount} = 200.00 + ((11 - 2) * 100.00) = \$1,100.00$$

(A) (B) (C) (D) (E)

- (A) Fiscal year to date Amount
- (B) The number of months the spending account deduction is to be taken
- (C) The number of months already paid (due date - the start date)
- (D) The spending account deduct amount
- (E) Goal Amount

In addition to the new Number-of-months fields, processors will now be able to enter the Goal Amount directly on Screen 106. This feature may be necessary when payroll corrections have been processed for the employee. The goal amount can be recalculated by spacing through the field on Screen 106. A warning message will be displayed if the goal amount entered does not match the system computed goal amount.

The B/P/P Operations Center will execute a process the night of September 20th to initialize the Number-of-months fields on Screen 106. **An error report, FLEXSPND PHUPD51A - 01, will be produced and printed at the workstations for any enrollee whose Goal Amount does not match the calculated Goal Amount.** Processors need to verify the Number-of-months, Goal Amount, and Spending Account deduction amounts on these employees.

TAMUS B/P/P - Benefit Maintenance -										09/20/06	10:12
Screen: _____										BPP000	R005
SSN:		Name:				WS:		Status:			
SGIP-Rate	SGIP-Dt	GS-Sup	PreTaxWaive	Tob	Ben-Salary						
D P P	C F		PreTaxQual		OL-Salary						
Ins e t l	a a	Cover	Deduct	Payment	Start	Due	Change	Stop			
d y n	r m	Amount	Amount	Amount	Date	Date	Date	Date			
BL											
MED											
DEN											
VIS											
OL											
DL											
ADD											
LTD											
LTCE											
LTCS											
SAHC	<u>B</u>	<u>E</u>									
SADC	<u>B</u>	<u>E</u>									
SAAF											
Direct-Dep	MedCr	ABO	LWOP-Start-Date				FMLA-Start-Date				
Comments											

B - Number-of-months the Spending Account deduction is to be taken during the fiscal year

E - Goal Amount (total yearly deduction)

