



Human Resources

MEMORANDUM

TO: Members of the University of Saskatchewan Faculty Association

FROM: Sylvia Rempel, Compensation & Benefits Specialist

DATE: May 14, 2009

SUBJECT: July 1, 2009 – June 30, 2010 Wellness Account Allocation

Members of the University of Saskatchewan Faculty Association who have an appointment which continues past June 30, 2009 receive an allotment of \$150 effective July 1, 2009 for Wellness which can be distributed between a Health Spending Account and a Wellness Spending Account.

The Health Spending Account (non taxable benefit) provides reimbursement for health and dental expenses which have not been reimbursed by health and dental plans, whereas the Wellness Spending Account (taxable benefit) reimburses fees to health and wellness activities for eligible plan members. For detailed information please visit the Human Resources web site: http://www.usask.ca/hrd/benefits/benefit_plans.php#facin.

Distribution of credits to either the Health Spending Account or the Wellness Account, or both, must be done on PAWS at <http://paws.usask.ca>. Access the Admin Services Tab, and then access "Adjust Health and Wellness Spending Allocation" from the "My Pay Information" channel. If you have modified your layout, you will need to access the My Pay Information channel in your layout on the Health & Wellness Spending Allocation page.

As a default, the allocation made for the current year will be made in the subsequent year, unless you indicate otherwise by making changes via PAWS as outlined above.

Any adjustments to the allocation must be made by June 30th. After that date, allocations are irrevocable for the upcoming academic year.

If you have any questions, please contact Human Resources at 966-1392 or 966-2220.

Best Regards,

A handwritten signature in cursive script that reads "Sylvia Rempel".

Sylvia Rempel, Compensation & Benefits Specialist, Human Resources