Health Care Savings Plan (HCSP)

Updated September 3, 2025

The following information will provide answers to questions you may have as result of the upcoming transition from current county employment to private nonprofit 501(c)(3) employment, effective January 1, 2026.

1. **Health Care Savings Plan (HCSP)**
   HCSP is a program that requires certain public employees to contribute money to a tax-free account while employed by a Minnesota public employer (Alomere Health). Once you leave/sever employment, you may access this money for reimbursement of eligible health care expenses incurred by you, your spouse, legal tax dependents, and children up to their 26th birthday.

2. **How do I log in to my HCSP account?**
   Visit: Account Login

3. **Have I been contributing to HCSP?**
   Participation in HCSP is automatic upon hire.
   Positions under the "Support" job class have not been eligible to contribute into this benefit.

   Support job titles include: Cook, Dietary Aide, Dietary Clerk, Environmental Services Lead/Representative, Fitness Specialist Assistant, Floor Finisher, Groundskeeper, Housekeeper, Intern, Nursing Assistant, Patient Care Assistant, Patient Sitter, Sterile Processing Technician, Student MN Pipeline, Student Nurse Technician, Surgical Services Support Lead, Unit Support.

4. **When and how can I access the money in my account?**
   You can be reimbursed for eligible expenses using money from your HCSP account effective 01/01/2026.

   You pay your eligible expenses out-of-pocket and then submit to MSRS a Reimbursement Request form along with documentation of the expenses. You will be reimbursed either by check or through direct deposit into your bank account.

5. **What will happen to my HCSP contributions per paycheck after the transition?**
   Paycheck contributions to HCSP will end the last pay date prior to transition to private nonprofit 501(c)(3).

6. **What will happen to my HCSP funds/account?**
   After transition to private nonprofit 501(c)(3), the funds in your HCSP account will be available to you to submit for reimbursement for eligible expenses.

7. **What expenses are eligible for reimbursable?**
   Please review the website "Eligible health care expenses" for a complete list of eligible expenses.
   - An expense is incurred the date service is provided, not the date the bill is paid.

   ***IMPORTANT**: Per IRS guidelines, an employee who contributes (or receives an employer contribution) to a Health Savings Account (HSA) in a calendar year cannot use HCSP for medical expenses within that year that HSA contributions (employee or employer) were made.
   - Example, enrolling in the High Deductible Health Plan (HDHP) for 2026 which results in employer and optional employee contributions to an HSA.
   - In this scenario, your HCSP account is limited to the reimbursement of vision and dental expenses only.
   - For more details: Is my Health care savings plan compatible with a health savings account

8. **How do I submit for reimbursement?**
   Complete the "Request Reimbursement" form.

9. **What will happen to the benefit time roll over benefit?**
   Benefit eligible employees who remain employed from 12/31/2025 to 1/1/2026 will receive a pre-tax roll over (aka financial contribution) from their Sick or EIB benefit bank into HCSP.
   - This roll over will be processed due to employment ending under county-owned Alomere Health.
   - The new sick balance maximum limit/carryover will be 300 hours for all employees effective 1/1/2026.
   - The roll over amount will be based on years of service using an employee's hire date to county-owned Alomere Health, through 12/31/2025.

Years of service	Impacted Hours	Roll over value
30+	>100 hours	100%
25 – 29.99	>200 hours	100%
20 – 24.99	>300 hours	90%
15 – 19.99	>300 hours	80%
10 – 14.99	>300 hours	70%
3 – 9.99	>300 hours	60%

*Employees with less than 3 years of service have not yet accrued 300 hours of sick benefit time.

Example:
- Amy's hire date at county-owned Alomere Health is 5/31/2012
- Amy continues employment from 12/31/2025 to 1/1/2026
- Amy's hourly pay rate is $20 per hour
- As of 12/31/2025, Amy will have 12.5 years of service
- As of 12/31/2025, Amy has 550 hours in her sick benefit time bank
- Early 2026, Amy will receive a roll over of 250 hours in her HCSP account, valued at $3,500
  - 250 hours (550-300 hours), at $14 per hour ($20 x 0.7) = $3,500

10. **When employees are eligible to submit for reimbursement in 2026, is this money ever taxed upon reimbursement?**
    No, it will be tax free.

11. **When employees are eligible to submit for reimbursement in 2026, what expenses incurred are eligible in relation to the date the expense occurred?**
    Expenses incurred as of 1/1/26 onward are eligible for reimbursement

12. **Who do I contact HCSP with specific questions about my account information?**
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