



THE STATE OF FLORIDA
JUSTICE ADMINISTRATIVE COMMISSION

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MEMORANDUM #051-15HR

TO: Agency Administrators

FROM: Carolyn Horwich, Esq., Director of Human Resources

THROUGH: Rip Colvin, Executive Director

SUBJECT: Chard Snyder Implementation

DATE: December 30, 2015

The State of Florida's Flexible Spending Account/Health Savings Account transition to Chard Snyder is effective Jan. 1, 2016. In cooperation with Chard Snyder, the Department of Management Services has developed some useful brochures and documents that you can refer your employees to. These are housed on the [MyBenefits](#) website under the Health tab. You will find the Frequently Asked Questions and plan comparisons by selecting the Tax Favored Accounts menu option. You will find relevant forms and publications by selecting the Forms and Resources menu option, then selecting [Flexible Spending Accounts and Health Savings Account Forms and Publications](#) (see links below).

http://mybenefits.myflorida.com/health/tax_favored_accounts

http://mybenefits.myflorida.com/health/forms_and_resources/forms_and_publications/flexible_spending_accounts_and_health_savings_account_forms_and_publications

Please remember to continue referring your employees directly to the Chard Snyder service center for their needs or questions (855-824-9284).

Thank you.