August 22, 2016

Dear NYC H+H and Mayoral NYSNA Nurse Participant:

On behalf of the Board of Trustees, we are happy to announce the September 1, 2016 launch of the NYSNA Child Care and Elder Care Fund (“the Fund”). The Fund offers NYSNA’s NYC H+H/Mayorals members a unique benefit that the Trustees hope will lessen the burden of child care and elder care expenses. The launch comes after the NYSNA NYC H+H/Mayorals Executive Council and Board of Trustees of the Fund worked for many months to develop the guidelines and benefits for this brand new Fund. Enclosed with this letter you will find the following documents that outline the covered expenses of the Fund and its administration:

1. Summary Plan Description booklet;
2. Notice of Annual Maximum Benefit Amount;
3. Frequently Asked Questions (“FAQs”);
4. Fund Reimbursement Claim Form with Instructions Sheet; and
5. Statement of Elder Relationship.

Please be sure to read through each of the documents carefully and completely. Please also keep them for future reference.

We would like to draw your attention to a few highlights of the new NYSNA Child Care and Elder Care Fund:

- The maximum annual reimbursement is $650 for Fund participants employed full-time. Part-time participants will receive a maximum annual benefit of $325. This annual benefit amount is per fiscal year (July 1-June 30) and the benefit amount will be revisited each year by the Trustees.

- Claims must be submitted within sixty (60) days of the date the service was provided or the program was completed.

- The maximum annual reimbursement is a combined total amount for child care and elder care. Participants may use the amount at their discretion, but the total combined reimbursement for child care and elder care shall not exceed the maximum annual reimbursement in a given fiscal year.

- In order to accommodate the demands of summer child care, claims for reimbursement will be accepted dating back to June 1, 2016. For the first year of the Fund only, the benefit year will be counted from June 1, 2016 to June 30, 2017.

The Trustees eagerly await participants taking full advantage of the NYSNA Child Care and Elder Care Fund. The benefits offered by the Fund will help NYSNA nurses to provide their families with the same high level of care they provide their patients and the City of New York. If you have questions about the Fund, please contact your NYSNA program representative.

Yours truly,

Nancy D’Leema, RN, Chairperson
On behalf of the Board of Trustees