



Administrative Practices Manual

Subject: HRA – Out of State Travel Cost Reimbursement for a Termination of a Pregnancy

1. General

Effective January 1, 2023, Dane County has created a Health Reimbursement Account (HRA) through Employee Benefits Corporation (EBC). This account will be used for the reimbursement of costs associated with traveling out of the State of Wisconsin for a termination of a pregnancy.

2. Eligibility

To be eligible for this reimbursement, you must be an employee currently on the Dane County Health insurance plan. Spouse and dependents covered on your insurance plan are also eligible for this reimbursement through the HRA.

3. Reimbursable Expenses

- a. **Maximum Reimbursement.** Employees with single health insurance coverage may be reimbursed expenses annually up to \$1,000. Employees with family health insurance coverage may be reimbursed expenses annually up to \$2,000.
- b. **Eligible Expenses**
 - i. Employees may be reimbursed for mileage using the IRS medical mileage rate. The current medical mileage rate for 2023 is \$0.22 per mile. There is no minimum required distance to be traveled, but the employee must travel outside of the State of Wisconsin for an abortion.
 - ii. Employees may be reimbursed for lodging. The lodging maximum per day is \$50 for the participant or \$100 per day if traveling with a caregiver.
 - iii. Meals are not eligible for reimbursement.
- c. Reimbursements from this account to the employee will be made in alignment with IRS guidelines. This will ensure that this benefit does not generate a tax liability for the member.

4. Plan Provider

Employee Benefits Corporation (EBC) will be managing this HRA. Their contact information is:

Employee Benefits Corporation
PO Box 44347
Madison WI 53744-4347

800 346-2126/608 831-8445

5. Claims

To make a claim, employees or their dependents must submit claims online to EBC along with all necessary required documentation. EBC is the determinant of the necessary documentation, not Dane County.