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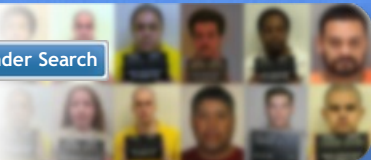
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## COVID-19

Information related to IDOC's response to COVID-19

The Idaho Department of Correction (IDOC) is implementing emergency preparation strategies in response to COVID-19. We are coordinating with the Division of Human Resources to implement the same guidelines that are being used for all State agencies.

### Donated Leave

Employees may now donate **vacation** or **sick leave** to an employee. The waiver to allow donation of sick leave is in place until December 31, 2020. The eligibility requirements to donate or receive donated leave are still in place to include the maximum amount an employee can donate is 80 hours combined and an employee cannot receive more than 160 hours of donated leave per fiscal year.

Use the new **Sick Leave Donation Form** to donate sick leave only. For vacation leave donations please use the standard **Vacation Leave Donation Form**. Due to COVID-19 and staff working remotely, unsigned forms by the donating employee are temporarily being accepted. The donating employee must provide an email from an official state email address that states they are approving the donation action and identify the number of hours to be donated.

### Benefit Coverage

Below is information regarding COVID-19 testing and telehealth coverage as well as how to modify your daycare flex spending if you have had significant changes in costs.

#### Compliance with Federal Coverage Requirements

- » COVID -19 testing covered at 100% for all plans.
- » COVID-19 office visit, telemedicine, ER, doctors visit and urgent care visits are covered at 100%.
- » COVID-19-related tele-visits, office visits by phone or video call, will be covered at 100%.
- » These mandates apply to coverage for testing and diagnosis of COVID-19, not treatment.

#### Telehealth with MDLive

- » All MDLive copays and coinsurance will be waived for enrolled members for the remainder of the plan year for any health condition
- » **Telehealth or MD Live**

Telehealth is an option to address non-emergent healthcare needs without physically visiting a doctor's office. Go to the OGI homepage for instructions on how to download the MDLive app on your mobile device or computer to get started.

#### Tele-Visits

- » COVID-19 related tele-visits, office visits by phone or video call, will be a covered service for all plan types for the remainder of the plan year. Non-COVID-related visits are subject to copay and coinsurance.

#### Flex Spending Account

##### Daycare Flex Spending Accounts (FSA)

- » IRS rules allow for dependent care FSA contributions to be increased or reduced due to substantial changes in costs of daycare or if daycare is no longer necessary. Employees may submit these changes for the remainder of the plan year by completing an updated enrollment form.

Employees on the SCO system can submit claims electronically using the "make change to FSA enrollment due to qualifying event" option. All electronic change forms will be followed up by an email from OGI asking for an explanation of the change, so please be sure to include a valid email address that you check often. You may also proactively email your change justification to [ogi@adm.idaho.gov](mailto:ogi@adm.idaho.gov). All other rules and regulations, including the grace period to use Daycare FSA dollars, remain in effect.

#### Healthcare FSA

- » Healthcare FSA regulations remain unchanged. Balances of up to \$500 will be rolled over into the next plan year.

If you have questions related to benefits, email [benefits@idoc.idaho.gov](mailto:benefits@idoc.idaho.gov).

» [COVID-19 Related News](#)

» [COVID-19 Director Updates](#)

» [COVID-19 Tracking](#)

#### Helpful Links

- » <https://coronavirus.idaho.gov>
- » [Idaho Care Line Call: 2-1-1](#)
- » [Wellness](#)
- » [Employee Assistance Program](#)
- » [IDOC Facebook Page - Stay up to date](#)

#### Documents

- » [Employee FAQ](#)
- » [Stay-Home Order Poster](#)
- » [MD Live Welcome](#)
- » [Guidance Resources Online](#)
- » [Guidance Resources Mobile App](#)
- » [Suspended IDAPA Rules](#)
- » [COVID-19 FAQ](#)

Questions? Call 208-287-3328 or email [hr@idoc.idaho.gov](mailto:hr@idoc.idaho.gov)

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#### STATE & LOCAL AGENCIES

- [Commission of Pardons & Parole](#)
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