

Starting A Medical Expense Reimbursement Policy

This action allows the church to establish a plan in compliance with the latest IRS regulations regarding Section 105. It is not a substitute for a complete plan.

The church resolves to establish a Medical Expense Reimbursement policy for _____ Rev.

_____ and family under the following conditions:

1. A benefit plan will be written and reviewed by a qualified tax attorney, CPA, or other qualified professional.
2. The treasurer or other church officer will have training provided or seek assistance in IRS required record-keeping and filing requirements for such plans.
3. A few of the features of this program include:
 - a. Receipts for all expenses not covered by health insurance will be turned in to the treasurer.
 - b. Expenses must be for the current calendar year only.
 - c. If the amount budgeted is not spent, the unspent funds remain with the employer.
 - d. If the amount budgeted is exceeded, no part of the salary may be renamed as "medical reimbursement".
 - e. All full-time employees must have this plan made available to them as part of their compensation package.
 - f. Expenses will be reviewed yearly by a qualified professional.

Moved by _____ and

seconded by _____

that the church will offer a Medical Expense Reimbursement Plan to all full-time employees. This plan will be final and be approved following development of a written plan meeting IRS regulations.

Passed on the date of _____.