



## ASIFlex Transition Timeline

Task	Responsible	Completion
Transition begins – confirm timeline with all stakeholders	ASIFlex	December 12
December 14 <sup>th</sup> payroll files delivered to WageWorks	NDUS	December 12
Last date WageWorks will receive claims (Note: claim must be <u>received by</u> WageWorks and not post-marked in order to be accepted.)	WageWorks	December 13
Employer will communicate to members that this is the card deactivation date	Employers	December 13
Transition (black-out) begins	WageWorks/ASIFlex	December 14
December 14 <sup>th</sup> payroll file posted to participant accounts	WageWorks	December 14
Final day for WageWorks to process and pay claims received on or before December 13. WageWorks ceases all processing after final payments processed.	WageWorks	December 14
Actual date to deactivate debit cards	WageWorks	December 14
Debit Card transactions settle	WageWorks	December 14-21
Final transition file placed on the WageWorks Client Command Center for NDPERS/NDUS to retrieve	NDPERS and NDUS	December 21
Upon validating transition file, NDPERS/NDUS submits file to ASIFlex portal	NDPERS and NDUS	December 21
ASIFlex loads transition files to system	ASIFlex	December 26
ASIFlex posts summary reports to employer portals	ASIFlex	December 27
December 31 <sup>st</sup> payroll file delivered to ASIFlex portal	NDUS	December 27
December 31 <sup>st</sup> payroll file posted to participant accounts	ASIFlex	December 31
ASIFlex posts updated summary reports to employer portals	ASIFlex	January 1
ASIFlex begins claim processing	ASIFlex	December 31 or January 2
Release claim payments	ASIFlex	December 31 or January 2
Transition (black-out) ends	ASIFlex	January 2