

Frequently Asked Questions – U.S. Medical Plan Travel & Lodging Benefit

Q1. What is the effective date of the new travel and lodging (T&L) benefit?

The effective date is July 1, 2022. Expenses for eligible travel must be incurred on July 1, 2022, or later to be eligible for reimbursement.

Q2. Who is eligible for the new T&L benefit?

Team members and their covered family members who are enrolled in one of Sabre's U.S. medical plan options are eligible for the T&L benefit.

Q3. Is pre-approval required for the T&L benefit?

No, pre-approval is not required.

Q4. What *travel* expenses are eligible to be reimbursed?

Eligible travel expenses include economy or coach airfare, taxi, bus, train, Lyft, Uber, and mileage if traveling by car.

Q5. What *lodging* expenses are eligible to be reimbursed?

Hotel lodging expenses are eligible for reimbursement and subject to deductible and coinsurance, maximum reimbursement up to \$50 per day, or \$100 per day if the patient is traveling with a companion or family member based on IRS guidelines.

Q6. What expenses are not eligible for reimbursement?

The following expenses are not eligible for reimbursement: meals, food, tips, and personal items.

Q7. What is the distance I must travel for my expenses to be eligible for reimbursement?

Travel and lodging expenses are eligible for reimbursement if the treatment or procedure is not available within 100 miles of the covered patient's home residence.

Q8. How do I get reimbursed for my T&L expenses?

After your travel is complete, submit the Travel and Lodging Reimbursement form to United Healthcare along with your receipts. You will mail the form to the United Healthcare address on your medical ID card. The form is available from Sabre's Team Member Support department (email: tms@sabre.com) or by contacting United Healthcare at the customer service number on your medical ID card. Reimbursement form and receipts must be submitted within one year of the date expenses were incurred. Please note the process is subject to change based on UHC's standard procedures for administering this benefit. Member's must sign the attestation section in the Reimbursement form, agreeing they are following the plan's T&L guidelines.

Q9. How much can I get reimbursed?

Lodging is reimbursed at up to \$50 per day, or \$100 per day if the patient is traveling with a companion or family member based on IRS guidelines. Mileage is reimbursed in accordance with IRS guidelines. This benefit is also subject to deductible and coinsurance if applicable.

Q10. Is there a maximum amount that a patient can be reimbursed?

Travel and lodging benefits are limited to \$4,000 per calendar year.

Q11. Are travel and lodging expenses eligible for reimbursement for all medical treatments and procedures?

No. The medical treatment or procedure must be a covered service under the medical plan in which the patient is enrolled and must not be available within 100 miles of the covered patient's home address. If the treatment or procedure is not covered by the medical plan, travel and lodging expenses are not eligible for reimbursement.

This FAQ document highlights the main features of the Travel and Lodging benefit that is included in the U.S. medical plans sponsored by Sabre. Full details of these benefits are contained in the legal documents governing the medical plans. If there is any discrepancy or conflict between the plan documents and the information presented here, the plan documents will govern. In all cases, the plan documents are the exclusive source for determining rights and benefits under the plans. Sabre reserves the right to modify, amend or terminate any benefit plan or practice described in this brochure. Nothing in this document guarantees that any plan provisions will continue in effect for any period of time