



## Benefits Information for Associates Changing to a Benefits Ineligible Position or Terminating Employment

- **UC Health Medical Insurance**
- **MetLife Dental Insurance**
- **EyeMed Vision Insurance**

Your coverage will end the last day of the month in which your status changes to benefits ineligible or your employment terminates. You and your covered dependents will receive materials at the home address on file in Human Resources about continuing this coverage under COBRA. Your COBRA materials will include important deadlines for electing COBRA and for submitting premium payments. Upon your acceptance of COBRA, coverage begins retroactively on the first of the month after your status change/employment termination in order to provide no break in medical coverage. See current COBRA rates below.

COBRA MONTHLY RATES FOR 2013					
Level of Coverage	\$250 Deductible Medical Plan	\$3,000 Deductible Medical Plan	MetLife Dental NO Orthodontia	MetLife Dental with Orthodontia	EyeMed Vision Plan
Single	\$504.61	\$385.74	\$26.67	\$27.21	\$8.02
Double	\$1,009.23	\$771.49	\$52.28	\$56.58	\$15.24
Family	\$1,513.84	\$1,157.23	\$77.67	\$104.47	\$22.38

- **Health Care Flexible Spending Account**

All reimbursable expenses must be incurred on or before your status change date to benefits ineligible, or your termination of employment date. **You have 90 days from your status change date or termination of employment date to submit your bills and a claim form to Custom Design Benefits for FSA reimbursement.**

You and your covered dependents will receive materials at your home address about continuing this coverage under COBRA. If you have questions about your FSAs, please call Custom Design Benefits at 513-598-2929 or 1-800-598-2929.

- **Dependent Care Flexible Spending Account**

All reimbursable expenses must be incurred by the last day of the month of your status change date to benefits ineligible, or your termination of employment date. **You have 90 days from your status change date or termination of employment date to submit your bills and a claim form to Custom Design Benefits for FSA reimbursement.**

- **Basic Life Insurance**
- **Optional Life Insurance**
- **Dependent Life Insurance**
- **Accidental Death and Dismemberment Insurance**

Coverage ends on the day your status changes to benefits ineligible or your employment terminates. If you wish to convert any of these plans to an individual policy or continue term life coverage under the policies' portability provisions email the UC Health Benefits Department at [benefits@uchealth.com](mailto:benefits@uchealth.com) to obtain an application form, or call the Benefits Department at 513-585-6060. You must submit an application form(s) within 31 days of losing coverage.

- **Short-Term Disability Benefits**
- **Long-Term Disability Insurance**

Coverage ends on the day your status changes to benefits ineligible or your employment terminates. If you are receiving LTD benefits at the time of your employment termination, your LTD benefit will continue within the insurance provider's guidelines.

- **Sick Bank Hours**

Any sick bank hours that you brought with you from a hospital plan that pre-dates UC Health will not be paid out. This benefit ends on the day your status changes to benefits ineligible or your employment terminates.

- **Paid Time Off (PTO)**

Any unused hours of PTO will be paid out on the next regular pay period following your status change to benefits ineligible or your termination of employment. All applicable taxes will be withheld. PTO will be withheld for associates changing status to a benefits ineligible position or terminating associates who owe a pre-paid tuition or hiring bonus repayment. Associates with less than 90 days of service do not qualify for PTO payout.

- **Tuition Assistance**

All course work pre-approved for reimbursement under these programs must be completed on or before your status change date to benefits ineligible or termination of employment date in order to be eligible for payment. No subsequent courses will be eligible.

## **Pension and Retirement Plans**

- **Pension**

Terminating associates with five or more consecutive years of service (working 1,000 hours or more per calendar year) may be vested in a retirement benefit. If you meet the criteria and are vested in a retirement benefit, you will receive retirement information by mail at your home address no later than December 31, of the following calendar year. This information will detail your retirement benefit amount and payment options. If you are 55 or older and would like to start collecting your monthly retirement benefits prior to receiving this information, please call 513-585-6060 (Option #4) if you are in the UC Health Retirement Plan, 1-800-222-7377 if you are a PERS participant, 513-352-3227 for City Retirement Plan, 202-362-1000 for IUOE participants.

- **401(k) Retirement Savings Plan**

Terminating associates - payroll deductions for 401(k) contributions will continue through your last check(s) for hours worked and unused PTO hours payout unless you submit a contribution change to Principal Financial Group. Contact the Principal Retirement Service Center at [www.principal.com](http://www.principal.com) or toll-free at 1-800-547-7754. Your UC Health Plan number is 7-05159.

Associates that change to a benefits ineligible position will continue with 401(k) deferral contributions. If you wish to increase, decrease or stop 401(k) contribution deferrals, you must contact Principal Financial Group. Principal Service Center is available at [www.principal.com](http://www.principal.com) or toll-free at 1-800-547-7754. The UC Health Plan number is 7-05159.

Associates with a 401(k) or 403(b) loan that are changing status to a benefits ineligible position or that are terminating employment should contact the Principal Service Center regarding their outstanding loan balance and taxes on the loan.

- **Change of Address**

Make sure that UC Health has your current address in order to send you COBRA benefits information and printed W-2 forms (for terminating associates). To update your address via the Internet, go to <http://paperlesspay.talx.com/healthall>. If you have forgotten your PIN, you can call the client service center at 1-800-920-3729 to have your PIN reset to the default PIN. The default will be an 8-digit number consisting of the last four digits of your Social Security number plus the four digit year of your birth; e.g., 45691953.

- **ePayroll**

You will retain access to ePayroll while employed with UC Health and after termination of employment. You will need your Associate ID number and PIN to access your payroll information. To access ePayroll via the Internet, type the following in your browser address line: <https://paperlesspay.talx.com/healthall>. If you have forgotten your PIN, you can call the client service center at 1-800-920-3729 to have your PIN reset to the default PIN. The default will be an 8-digit number consisting of the last four digits of your Social Security number plus the four digit year of your birth; e.g., 45691953.

- **w2eXpress**

Consent to receive an electronic W-2 remains in effect until it is withdrawn even after termination of employment. Associates that have consented to receive an electronic W-2 for the previous tax year or prior to employment termination for the current year will receive a W-2 electronically in January of the following year. An email will be sent out when your electronic W-2 is available. Be sure to visit the ePayroll site to update your personal email address and other information. You will need your Associate ID number and PIN to access your electronic W-2. To access w2eXpress via the Internet, type the following in your browser address line: <https://paperlesspay.talx.com/healthall>. If you have forgotten your PIN, you can call the client service center at 1-800-920-3729 to have your PIN reset to the default PIN. The default will be an 8 digit number consisting of the last four digits of your Social Security number plus the four digit year of birth; e.g., 45691953.

**If you prefer to receive a paper W-2 after employment termination, you will need to withdraw your consent for an electronic W-2 from w2eXpress and provide your correct address to human resources prior to December 31, of the current year.**

Your EIN is \_\_\_\_\_ Write your password here: \_\_\_\_\_

- **Miscellaneous Fringe Benefits**

Other company benefits such as discount programs end on the day the associate's status changes or on the associate's last day worked.

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### Summary Contact Information

Provider/Location	Telephone #	Website/E-Mail	Comments
UC Health Benefits	513-585-6060	<a href="mailto:benefits@ucealth.com">benefits@ucealth.com</a>	General benefit questions
UMR (medical plan)	1-800-856-7460	<a href="http://www.umar.com">www.umar.com</a>	Medical and Prescription Benefit Coverage All COBRA
MetLife Dental	1-800-942-0854	<a href="http://www.metlife.com/dental">www.metlife.com/dental</a>	Dental Benefit Coverage
EyeMed Vision Plan	1-866-723-0514	<a href="http://www.eyemedvisioncare.com">www.eyemedvisioncare.com</a>	Vision Insurance Plan
Custom Design Benefits	513-598-2929 1-800-598-2929	<a href="http://www.customdesignbenefits.com">www.customdesignbenefits.com</a>	Flexible Spending Benefit
Principal Financial Group	1-800-547-7754	<a href="http://www.principal.com">www.principal.com</a>	401(k) and/or 403(b) changes/distributions
PERS – Public Employee Retirement Systems	1-800-222-7377	<a href="http://www.opers.org">http://www.opers.org</a> <a href="mailto:benefitquestions@opers.org">benefitquestions@opers.org</a>	Employed by University Hospital prior to the formation of UC Health
ePayroll Services	1-800-920-3729	<a href="https://paperlesspay.talx.com/healthall">https://paperlesspay.talx.com/healthall</a>	UC Health Employer Code: 11787