



UNIVERSITY OF
TEXAS
ARLINGTON

Employee Benefits Overview 2011

The Office of Human Resources
Employee Benefits Services

New Employees

- Benefits Eligible
 - Appointed 50% or more for at least 4 ½ months
- Retirement Programs
 - No wait period
 - All benefits eligible staff and faculty must participate in one of two state mandated retirement plans
 - Voluntary programs
- Insurance Programs
 - 90-120 days waiting period for Health Insurance and Premium Sharing
 - Optional coverage(s) are available immediately

New Employees

Wait Period Exceptions

- Transfers/Retirees/COBRA participants
 - Notify HR representative if you are a direct transfer from another Texas university or state agency
 - Notify HR representative if you are a Texas university or public school retiree
 - Notify HR representative if you are an UT System COBRA participant

Retirement Plans

- Social Security (OASI)
- State of Texas Retirement Programs
 - Teacher Retirement System (TRS)
 - Optional Retirement Program (ORP)
- Voluntary Retirement Plans
 - Tax Sheltered Annuity 403(b) Plan (TSA)
 - Deferred Compensation 457(b) Plan (DCP)

Social Security (OASI)

- 5.65% Employee Contribution
 - 4.20% OASI (up to \$106,800)
 - 1.45% Medicare
- Retirement
- Disability
- Survivor Benefits
- Social Security Exemption
 - International exemption
 - Check with the Payroll Office at campus extension 2-5426 for information

Teacher Retirement System (TRS)

- 6.4% Employee
- 6.644% State
- Must be in a benefits eligible position 50% time or more for 4 ½ months

TRS

- DEFINED BENEFIT PLAN
- Internal Revenue Code 401(a)
- TRS is the state's default plan
- Participation begins on day one of employment
- TRS controls/monitors investments
- Benefits based on years of service, salary, and actuarial factor
- Vesting period—five years
- Portability not a feature

TRS Information

- 1-800-223-8778 Customer Line
- 1-888-877-0123 InfoLine
- www.trs.state.tx.us
- Address: 1000 Red River Street
Austin, Texas 78701

Optional Retirement Program (ORP)

- 6.65% Employee
- 8.5% Employer
- Available for qualified executive level administrators, faculty, coaches, librarians
- Must be in an eligible position 100% time for 4 ½ months or more

ORP

- No waiting period
- 90 day election period
 - Vesting requirement determined by election date
 - Enrolled in TRS until ORP election is made
 - Will lose employer match for months in TRS
- Irrevocable decision
 - State wide decision

ORP

- DEFINED CONTRIBUTION PLAN
- Internal Revenue Code 403(b)
- Choose from 6 companies
- Self managed investments or advisor services
- Account growth based on performance of investments
- Vesting period-one year and one day

ORP

Six ORP vendors

- VALIC Retirement
- Fidelity Investments
- ING
- Lincoln Financial Group
- MetLife
- TIAA-CREF
- Must complete an new ORP application

TRS vs. ORP

	TRS	ORP
Employee Contribution	6.4%	6.65%
Employer Contribution	6.644%	8.5%
IRS Code	401(a)	403(b)
Vesting period	5 years	1 year and 1 day
Investment control	No	Yes



UTSaver

Voluntary Retirement Plans

- Tax Sheltered Annuity (TSA) 403(b) Plan
 - Traditional
 - Roth
- Deferred Compensation (DCP) 457(b) Plan
- Same vendors as ORP (VALIC Retirement, Fidelity Investments, ING, Lincoln Financial Group, MetLife, TIAA-CREF)
- Must complete an TSA/DCP application

Tax Sheltered Annuity & Deferred Compensation Plans

- Pretax salary deferral for Traditional TSA and DCP
- Post tax salary deferral for Roth TSA
- Payroll deduction
 - Begin with \$25 deduction
- Different investment choices
- Employee sets contribution amount; no employer match
- Deferred taxes on interest/earnings

Tax Sheltered Annuity & Deferred Compensation Plans

- Annual Maximums
 - TSA (combined Traditional and Roth)
 - \$16,500 for 2011
 - \$5,500 Over age 50, catch-up
 - \$3,000 15 year service, catch-up
 - DCP
 - \$16,500 for 2011
 - \$5,500 Over age 50, catch-up

Insurance Benefits

- Health
- Dental
- Vision
- Group Term Life
- Accidental Death & Dismemberment
- Short Term Disability
- Long Term Disability
- Long Term Care
- UTFlex Flexible Spending Accounts
- “Group Benefits Handbook”

Premium Sharing

- State's contribution = Money
- 90-120 days waiting period
- Amount is based on appointment
 - Full Time=100%
 - Part Time= >50% but <100%

Premium Sharing Value

Depending on your level of participation, Annual Premium Sharing amounts are as follows:

<u>Coverage Level</u>	<u>Annualized Amount</u>
Employee Only	\$5,283.00
Employee/Spouse	\$8,052.36
Employee/Child(ren)	\$7,054.80
Employee/Family	\$9,840.72

Premium Sharing for Subscribers who Waive Medical

- Waive medical coverage and use premium sharing for optional coverages
 - Must show proof of other group medical coverage
- Full time subscribers \$220.13
- Part time subscribers \$110.06
- Employee must pay for any optional coverages during the 90-120 days waiting period for premium sharing

Waiting Period

■ Health coverage

□ 90-120 days waiting period

- Eligible on 1st day of month following 90 days of employment
 - Based on date the employee begins to perform services
 - Date of employment is January 3, 2011 insurance will be effective May 1, 2011
 - Date of employment is January 31, 2011 insurance will be effective June 1, 2011
 - Date of employment is February 3, 2011 insurance will be effective June 1, 2011
 - Refer to Table of New Hire Medical Coverage Effective Dates

Basic Coverage

- UT Select subscriber only coverage
- Medco Health subscriber only coverage
- \$20,000 Term Life Insurance
- \$20,000 Accidental Death & Dismemberment
- Full time (100%) employees only

UT Select PPO

- Office Visit Copayments
 - \$30 – Family Care Physician
 - \$35 – Specialist
 - 100% covered after copay
- Annual Deductible
 - \$350/\$1,050 Network
 - \$750/\$2,250 Non-Network
 - \$350/\$1,050 Out-of-Area

UT Select PPO

■ Coinsurance

- Network: 80%/20%
- Non-Network: 60%/40%
- Out-of-Area: 75%/25%

■ Maximum Out-of-Pocket

- \$2,500/Person
 - (\$350 deductible + \$2,150 coinsurance)
 - Does not include copays

■ No Life Time Maximum

Pharmacy Benefits

- Medco Health

- Annual Deductible
 - \$100/person/year

- Retail Pharmacy Copayment
 - \$10 Generic
 - \$35 Preferred Drug
 - \$50 Non-Preferred Drug

Pharmacy Benefits

- Mail Order Pharmacy Copayment
 - 90 day supply per prescription
 - \$20 Generic (2 times retail)
 - \$87.50 Preferred Drug (2 ½ times retail)
 - \$125 Non-Preferred Drug (2 ½ times retail)



Dental Plans

- UT Dental Select/Delta Dental
- Assurant Dental Plan

UT Dental Select/Delta Dental

- \$25 Deductible per Person
- Preventive & Diagnostic Services
 - 100%
- Basic Services
 - 80% plan/20% member
- Major Services
 - 50% plan/50% member
- \$1,250 Lifetime Orthodontics Benefit
- \$1,250 Maximum Annual Benefit
- Network Dentists
 - Preferred and Premier
- Out of network Dentists

Assurant Dental

- Care provided by or through PCD
- No Deductible
- No annual benefit maximum
- Copays vary by services
 - Office visit, X-ray, child cleaning and adult cleaning no charge
 - Fillings \$10-\$110
 - Extractions \$15-\$135
 - Orthodontics 25% discount off Network Dentist retail fees and no lifetime maximum

Superior Vision Plan

- Comprehensive eye exam
 - Covered in full after \$35 Copay
- Frames
 - Covered up to \$140
- Lenses
 - Standard lenses covered in full
 - Plastic, clear, uncoated
- Standard Contact Lenses Fitting
 - Covered in full after \$35 Copay (separate from comprehensive eye exam copay)

Group Term Life

Employee Basic Term Life	Employee Voluntary Term Life Options
\$20,000 Basic	1x Annual Salary 2x Annual Salary 3x Annual Salary 4x Annual Salary* 5x Annual Salary* 6x Annual Salary*
Basic Term Life is provided only to employees who are enrolled in a UT medical plan Rate based on age and salary	These amounts are in addition to the Basic \$20,000 provided to employees enrolled in a UT medical plan *Requires evidence of insurability (EOI)

Group Term Life

	Dependent Term Life Options
Employees must have at least coverage of 1x Salary and \$10,000 Dependent Life to request additional Voluntary Spousal amounts	<p>\$10,000 Dependent Life (Spouse and/or child(ren))</p> <p>\$25,000 Voluntary – Spousal Life (\$10,000 + \$15,000 = \$25,000)*</p> <p>\$50,000 Voluntary –Spousal Life (\$10,000 + \$40,000 = \$50,000)*</p> <p>*Requires evidence of insurability</p>

Accidental Death & Dismemberment

Employee Basic AD&D	Employee Voluntary AD&D Options
\$20,000 Basic AD&D	Up to 10x Annual Salary or \$1,000,000, whichever is less
Basic AD&D is provided only to employees who are enrolled in a UT medical plan	These amounts are in addition to the Basic AD&D of \$20,000 provided to employees enrolled in a UT medical plan

Accidental Death & Dismemberment

	Dependent Voluntary AD&D Options
Employees must have at least \$20,000 Voluntary AD&D coverage to be eligible for Voluntary Spouse AD&D coverage or Voluntary Dependent AD&D	Spouse - The lesser of \$500,000 or 50% of the employee's voluntary coverage. Coverage is purchased in increments of \$10,000 Dependent - \$10,000

Short Term Disability

- Weekly Benefit of 60%
 - Maximum benefit of \$693.00 per week
- Elimination Period
 - Illness and Accident: 14 days
- Maximum Period Payable
 - 22 Weeks; 4 weeks for pre-existing conditions
- Must exhaust all of your sick leave before benefits are payable
- Pre-Existing Condition
 - 3 months prior to STD effective date
- After initial opportunity, EOI is required

Long Term Disability

- Up to 60% of income when you become disabled
 - Maximum benefit of \$12,025 per month
- 90 day elimination period
- After initial opportunity, EOI is required

Long Term Care

- LTC insurance provides funds for necessary services when an individual becomes incapable of caring for themselves
- Choice of daily benefit levels: \$100, \$125, \$150, and \$200 per day
- Premium based on fixed daily benefit and on your age at time coverage starts
- Waiting period 90 calendar days starting on the first day of chronic illness



UTFLEX

Flexible Spending Accounts

Provides tax savings on health, dependent care, and insurance related expenses

- You save FIT and FICA taxes
 - Federal Income Tax = 15% to 33%
 - FICA (Social Security Tax) = 5.65%



UTFLEX

Flexible Spending Accounts

- Medical Reimbursement Account
- Dependent Day Care Reimbursement Account
- Annual Administrative Fee \$12
 - Fee per account
- Elect by completing the Insurance Enrollment Form

UTFLEX

Medical Reimbursement Account

- \$5,000 Maximum per plan year (Sept. 1 – Aug. 31)
- Monthly minimum and maximum
 - \$15 monthly minimum
 - \$416 monthly maximum for 12 months
 - \$555 monthly maximum for 9 months
- Covers eligible out of pocket expenses for medical, dental, and vision
- Covers any expenses allowed by IRS for itemized deductions
- Covers any member in your family even those not covered by your insurance

UTFLEX

Medical Reimbursement Account

Eligible expenses

- Deductibles, co-pays, coinsurance
- Prescription drugs
- Chiropractor treatments
- Dental services
- Eye exams and prescription eyeglasses
- Contact lenses and cleaning solutions
- Hearing aids and batteries

UTFLEX

Benefits Card

- Works like a “debit card” and is pre-loaded with annual election amount; may be used anywhere a Mastercard is accepted
- For Medical Reimbursement Account only
- Improves personal cash flow and it’s easy to use
- Annual charge of \$9 for the card deducted from account balance after first deposit
 - Prorated during the year
- Save receipts
- Respond to Payflex correspondence



UTFLEX

Grace Period

- This grace period allows for an additional 2 ½ months from the end of the plan year (November 15) to incur medical expenses and be reimbursed from the prior plan years account balance
- Grace period claims may be submitted to Payflex via debit card or express claims
- Grace period does not apply to the Dependent Day Care Reimbursement Account
- Deadline of November 30 to submit medical expenses for reimbursement

UTFLEX

Dependent Day Care Reimbursement Account

- \$5,000 Maximum per plan year (Sept. 1 – Aug. 31)
- \$5,000 Maximum per calendar year (Jan. 1 – Dec. 31)
 - \$15 monthly minimum
 - \$416 monthly maximum for 12 months
 - \$555 monthly maximum for 9 months
- Eligible expenses
 - Expenses incurred to enable you to be gainfully employed
 - Expenses incurred for a qualifying individual
 - Dependent under the age of 13
 - Spouse or other dependent (physically or mentally incapable, and take IRS exemption)
 - Service must be provided by eligible provider of care
 - Licensed day care; and any individual who is not a tax dependent or a child of yours 19 years of age or older

UTFLEX

- Getting Reimbursed
 - Flex Benefits Card (medical reimbursements only)
 - Keep receipts, claim form is not required
 - File claim form for Medical Reimbursement Account for participants that did not elect the debit card
 - Express claim may be used
 - Direct Deposit option available
 - File claim form for Dependent Day Care Reimbursement Account
 - Express claim may be used
 - Direct Deposit option available

UTFLEX Reminders

- **Use it!!** Any amounts not used by the end of plan year grace period (11/15) will be forfeited
- Estimate expenses conservatively
- Information, claim forms, and helpful planning calculators are available at **www.utflex.com**
- Toll Free 1-866-UTS-FLEX

Insurance Enrollment

- Complete an Insurance Enrollment Form
- Employees must elect coverage within 31 days of hire date
- Adding dependents to insurance requires their date of birth and social security numbers
 - Special dependent form available for step-children and other qualified dependents

Living Well Health Manager, Powered by WebMD

- A personalized health information resource that provides free and easy access to the information you and your family need to make smart choices about your health.
 - WebMD Health QuotientSM (HQ) helps you identify your personal health risks, provides recommendations for improving those risks, and informs you of easy-to-use tools to help with healthy lifestyle changes
 - Symptom Checker helps you determine if and when you should seek medical treatment
 - WebMD Health TopicsSM gives you current, reliable information about specific health conditions you may be interested in
 - WebMD Lifestyle Improvement ProgramsSM gives you the support and tools you need to stop smoking, eat healthier, manage your weight, improve your fitness, and even manage stress
 - Tracking tools allow you to chart your progress toward achieving specific health goals
 - Web site <http://www.webmdhealth.com/ut>

Salary Spread and Quadruple Deduction

■ Salary Spread

- From 9 months to 12 months
- Eligible Faculty
 - Must be appointed 100% for 9 months
 - One time opportunity in September
 - Complete a Salary Spread form

■ Quadruple Deduction

- 9 month appointment Faculty
- Insurance premiums are quadruple deducted (for May, June, July, and August) in May 2011
- Complete a Summer Insurance Notice form

Benefits and Records Reminders

- Elect Insurance coverage within 31 days
- Enroll today or make an appointment via email at benefits@uta.edu or contact us at campus extension 2-5558
- Make sure your Records and Benefits paperwork is complete i.e. Enrollment forms, I-9 Form, W-4, Direct Deposit form and State Service Verification form (if necessary)
- For Records assistance, hrrecords@uta.edu or campus extension 2-5554

My UT Benefits

- Online enrollment and education website provided by UT System
 - Learn about your insurance and retirement programs
 - Logon to enroll, update and review benefits coverage
 - Enroll in and make changes to your retirement programs
 - View a summary of your UT retirement program balances
 - Read helpful articles on a range of financial planning topics
- <https://utdirect.utexas.edu/nlogon/sgwww/myUTBenefits/index.wb>



University of Texas Electronic Identifier (UT EID)

UT EID is an electronic identifier that will allow you to access UT Direct, which is a secure web-based employee system. The UT EID allows you direct access to your UT Arlington information.

UT EID

- Use UT EID instead of SSN for records and payroll purposes
 - View paycheck statement, update your address, change your W-4, and access My UT Benefits for annual enrollment
- Upgrade security status for access through UT Direct
- Obtain UT EID and password resets from
 - Office of Human Resources
 - Payroll Services
 - DEFINE Education

Discussion

- Required Forms
- Rates
- Questions