2017 Employee Benefit Summary

for University Staff

Covered by the Wisconsin Retirement System

Revised 04/2017
Roadmap

- Frequency of Pay
- Paying for Benefits
- Paid Leave and Leave Reporting
- Prepare, Decide, Act
- Dependents
- Life Events
- Health Insurance
  - Enrollment
  - Premiums
  - Choose a Plan
  - Definitions
  - Health Plan Summary
  - HDHP / HSA
  - Opt-Out Incentive
- Prescription Drugs
- Wellness
- Uniform Dental
- Supplemental Dental and Vision Plans
- Employee Reimbursement Account (Flexible Spending)
- Life Insurance
- Income Continuation Insurance
- Retirement & Savings Plans
  - Wisconsin Retirement System
  - Tax Shelter Annuity
  - Wisconsin Deferred Compensation
- Miscellaneous Benefits
  - Long Term Care Insurance
  - LifeSuite Program
  - Employee Assistance Program
- Resources
Frequency of Pay

- Paid on an hourly basis.
- Paid every other Thursday for prior two-week pay period. Earnings statement available online at https://my.wisconsin.edu. UW-Madison employees go to https://my.wisc.edu.
How Do I Pay for Benefits?

• Benefit plans’ premiums:  
  https://www.wisconsin.edu/ohrwd/benefits/premiums/

• Premiums taken via payroll deduction

• Most benefit plan premiums are paid in advance of coverage. There may be multiple deductions from first check.
Paid Leave

- University Staff, except those in a temporary appointment, are eligible to earn the following paid leave:
  
  Legal Holidays
  Personal Holiday
  Vacation
  Sick Leave

- Vacation and Personal Holiday hours are granted on hire date and every January 1st thereafter
# Paid Leave

*(Prorated if FTE is less than 100%)*

<table>
<thead>
<tr>
<th>Type of Leave</th>
<th>Hours Earned</th>
<th>Leave Provisions</th>
</tr>
</thead>
</table>
| Legal Holidays         | 9 days/year                   | • New Year’s Eve/Day, MLK Day, Memorial Day, 4th of July, Labor Day, Thanksgiving, Christmas Eve/Day  
|                        |                               | • Lost if not used in same calendar year                                          |
| Personal Holiday       | 36 hours/year                 | • Granted on day of hire and every January 1st                                   
|                        |                               | • Use from hire date                                                              
|                        |                               | • Lost if not used in same CY                                                     |
| Vacation               | Based on your years of service and status under Fair Labor Standards Act | • Hours earned in CY may carryover until the end of the following CY.             
|                        |                               | • Hours lost if not used or banked (if eligible) by end of carryover period.      |
| Sick Leave             | 5 hours per paycheck (130 hours/year) | • Accumulates without limit                                                       
|                        |                               | • Only use after earned                                                           |
### Annual Vacation Allocation

<table>
<thead>
<tr>
<th>Years of Service</th>
<th>Vacation Hours Earned Each Year</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>FLSA-Non Exempt</td>
</tr>
<tr>
<td>First 5 Years</td>
<td>104</td>
</tr>
<tr>
<td>5+ to 10 years</td>
<td>144</td>
</tr>
<tr>
<td>10+ to 15 years</td>
<td>160</td>
</tr>
<tr>
<td>15+ to 20 years</td>
<td>184</td>
</tr>
<tr>
<td>20+ to 25 years</td>
<td>200</td>
</tr>
<tr>
<td>25 years &amp; Over</td>
<td>216</td>
</tr>
</tbody>
</table>

- Vacation is granted on January 1st (prorated based on hire date when first employed)
- University Staff Temporary employees are not eligible for paid leave
- Crafts workers are subject to different leave provisions
Paid Leave Reporting Rules

• Must establish a standard 40 hour work week (prorated if part-time) for reporting purposes. Automatic consent to the standard business week Monday through Friday from 7:45 a.m. to 4:30 p.m.

• University Staff timesheets are due biweekly on Friday at the end of the pay period.

• Non-exempt University Staff employees report leave in quarter hour increments.

• Exempt University Staff employees report leave in half and full days (if full-time)

During each work day, if you miss:  < 2 hrs  2-6 hrs  6+ hrs
Report Leave of:  0 hrs  4 hrs  8 hrs

• Timesheet access and leave balances are available in the Time and Absence box of the MyUW portal:  https://my.wisconsin.edu.
Wisconsin Retirement System (WRS)

- Designed to provide you a retirement annuity (pension) once you reach retirement age and are vested.
- Administered by the Department of Employee Trust Funds (ETF).
- Participation is automatic for all eligible employees, with coverage beginning on the first day an employee is eligible.
- Participation in the WRS is required for some benefit plans.
- Prior WRS service may impact benefit application deadlines, WRS eligibility and vesting.
- More details later in presentation under Retirement Information.
HOW DO I DECIDE WHICH BENEFIT PLANS TO ELECT?

Prepare

Decide

Act
Prepare

- Explore the Employee Benefits website for:
  - Available benefit plans
  - Plan details
- Consider your and your family’s needs
- Compare all options available to you
Decide

Using what you’ve learned, make decisions for you and your family.

Helpful tools are available on https://www.wisconsin.edu/ohrwd/benefits/:

• Health plan selection
• Benefit comparisons
• Premiums
Act

Complete your elections within 30 days of your eligibility date.

• Many employees can enroll online through Self Service (eBenefits) – you will be notified if eligible or contact your human resources office.
  – Log in to Self Service through your MyUW portal at https://my.wisconsin.edu (Benefit Information module).
Act

• You must enroll using paper applications if you:
  – Have prior WRS service
  – Are applying for the Health Insurance Opt-Out Incentive
  – Are applying for commuter benefits (Parking/Transit)

• Enroll in Self Service or return applications to your human resources office within 30 days of eligibility.

• Benefits are generally effective on the 1st of the month on or following your eligibility date if your application is submitted within 30 days.

• Access paper benefit applications: www.wisconsin.edu/ohrwd/formspubs/
Benefit Plans Resources

- UW System Administration’s benefits website: [www.wisconsin.edu/ohrwd/benefits/](http://www.wisconsin.edu/ohrwd/benefits/)
  - New Employees Benefits website: [https://www.wisconsin.edu/ohrwd/benefits/newemp/](https://www.wisconsin.edu/ohrwd/benefits/newemp/)
  - Benefit Summary – University Staff Covered by the WRS: [https://www.wisconsin.edu/ohrwd/benefits/download/summaries/Univ-staff.pdf](https://www.wisconsin.edu/ohrwd/benefits/download/summaries/Univ-staff.pdf)

- See an estimate of your total compensation package: [www.wisconsin.edu/ohrwd/benefits/totalcomp/](http://www.wisconsin.edu/ohrwd/benefits/totalcomp/)

- View earnings, leave and tax statements as well as important benefit information on the My UW System portal: [https://my.wisconsin.edu/](https://my.wisconsin.edu/). UW-Madison employees go to [https://my.wisc.edu](https://my.wisc.edu).

- Contact your institution’s human resources office or visit your institution’s website. Contact information online: [www.wisconsin.edu/ohrwd/benefits/contact/](http://www.wisconsin.edu/ohrwd/benefits/contact/)

ELIGIBLE DEPENDENTS
Eligible Dependents

• The majority of benefit plans available to UW employees provide coverage for eligible family members. This includes your:
  – Your spouse
  – Your domestic partner if elected
  – Dependent children – for most plans, eligible until age 26.

  Note: A child with a disability of long standing duration, who is dependent on you or the other parent for at least 50% of support and maintenance, and are incapable of self-support, may remain covered past age 26.

• See Dependent Eligibility Chart at https://www.wisconsin.edu/ohrwd/benefits/download/med/uws25.pdf
Eligible Dependent Children

Your eligible children include:

- Your natural children.
- Stepchildren or children of your domestic partner
- Adopted children and pre-adoption placements.
- Legal wards that become your permanent ward before age 19.
- Your grandchildren born to your insured dependent children may be covered until the end of the month in which your insured dependent (your grandchild’s parent) turns age 18.
Domestic Partner Benefits

• You may cover a domestic partner and their children under all benefit plans that provide coverage for dependents.

• To qualify as domestic partners, you and your partner must meet certain eligibility criteria and you must submit an Affidavit to create a domestic partnership for benefit purposes. There may be tax consequences if you cover a domestic partner.
  
  – For affidavits and detailed enrollment information, see www.wisconsin.edu/ohrwd/benefits/dp/
  
  – For tax information, see https://uwservice.wisconsin.edu/imputed-income/ and www.wisconsin.edu/ohrwd/benefits/dp/.

• There are also leave benefits that allow you to take time off to care for a seriously ill domestic partner, their child, or their parent.
Life Events Impact Benefits

• Contact your human resources office within 30 days of a Life Event. You only have 30 days following a life event to change/enroll in the majority of benefits. A life event may be either a family or employment change.

Examples of Family Changes:
- Marriage or divorce
- Begin or end a domestic partnership
- Birth, adoption, guardianship of a child (60 days to enroll)
- Permanent Relocation
- Spouse, dependent child, domestic partner death

Examples of Employment Status Changes
- Termination of employment
- Disability
- Change in employment status
STATE GROUP

HEALTH INSURANCE

Enrollment / Coverage Levels
Premiums
Choose a Health Plan Design and Insurance Carrier
Common Health Insurance Terms
Health Plan Summary
HDHP with an HSA
State Group Health Insurance (SGH)

- Must elect or decline coverage
- Initial Enrollment Period – within 30 days of eligibility date
- May be eligible for Opt-Out Incentive (up to $2,000 per plan year)
- Coverage levels – single or family
  - If married to another state/UW System employee who is also eligible for State Group Health Insurance, must carry either 2 single policies or 1 family policy (does not apply to those in a domestic partnership)
  - If in domestic partnership, you are not required to carry your partner on your family policy. However, if you want to cover your partner’s children, you are required to cover your domestic partner as well
- Enrollment options when covered by another health plan
  - Other plan is NOT the State Group Health Insurance plan – no restrictions – can have coverage under both plans
  - Other plan is the State Group Health Insurance plan through parent or spouse/domestic partner – remain on parent’s/spouse’s/domestic partner’s plan until no longer eligible OR enroll in own plan; you may not be covered on both
## Wisconsin Retirement System Covered Employees

<table>
<thead>
<tr>
<th>2017 Premium Tier</th>
<th>Employees Covered by the Health Plans</th>
<th>Employees Covered by the <strong>HDHP</strong> Health Plan</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Single</td>
<td>Family</td>
</tr>
<tr>
<td><strong>Health Plans</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>With Dental</td>
<td>$88</td>
<td>$219</td>
</tr>
<tr>
<td>Without Dental</td>
<td>$85</td>
<td>$211</td>
</tr>
<tr>
<td><strong>Access Plan</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>With Dental</td>
<td>$266</td>
<td>$664</td>
</tr>
<tr>
<td>Without Dental</td>
<td>$263</td>
<td>$656</td>
</tr>
</tbody>
</table>

For a full listing of the State Group Health Insurance Employee Premiums go to: [https://www.wisconsin.edu/ohrwd/benefits/premiums/](https://www.wisconsin.edu/ohrwd/benefits/premiums/)
State Group Health Insurance

Plan Design/Out of Pocket Costs

STEP 1. CHOOSE A HEALTH PLAN DESIGN*
STEP 2. FIND INSURERS IN YOUR AREA
STEP 3. CHOOSE A HEALTH PLAN or OPT-OUT INCENTIVE (if eligible)

*Most employees elect the Health Plan or High Deductible Health Plan (HDHP) plan designs
State Group Health Insurance

Step 1: Choose Plan Design

What is Health Plan Design?

- There are four plan designs offered. See Plan Comparison at https://www.wisconsin.edu/ohrwd/benefits/med/sgh/compare-medical/
- Compare costs as well as provider networks
- Health Plans and HDHPs: Regional coverage; select the health insurer (carrier) you want
- Access Plan and Access HDHP: Higher premiums; nationwide PPO network through WPS
- All insurers offer Uniform Benefits
- All plan designs include prescription drug coverage and optional basic dental coverage

*Graduate Assistants/Short-Term Academic Staff are NOT eligible for the HDHP or Access HDHP options.
State Group Health Insurance
Step 2: Find Insurers in Your Area

The Health Plan and HDHP plan design options have many health insurers available throughout Wisconsin (Options by County). Use an interactive map that shows health plan availability by county:

Manitowoc County, Wisconsin

<table>
<thead>
<tr>
<th>Plan</th>
<th>Qualified</th>
</tr>
</thead>
<tbody>
<tr>
<td>Anthem Blue Preferred Northeast</td>
<td>x</td>
</tr>
<tr>
<td>Arise Health Plan</td>
<td>x</td>
</tr>
<tr>
<td>Dean Health Insurance-Prevea360</td>
<td>x</td>
</tr>
<tr>
<td>Humana-Eastern</td>
<td>x</td>
</tr>
<tr>
<td>Network Health Northeast</td>
<td>x</td>
</tr>
<tr>
<td>UnitedHealthcare of Wisconsin</td>
<td>x</td>
</tr>
<tr>
<td>WEA Trust - East</td>
<td>x</td>
</tr>
</tbody>
</table>
State Group Health Insurance

Step 3: Choose A Plan

• Select a health plan based on:
  – Employee Premium Contributions
  – Annual Out-of-Pocket Costs
  – Location
  – Provider Networks

Note: Regardless of the plan design you select, routine preventive and wellness medical services are typically covered at 100%, even if you have not met the deductible. A list of preventive care services, as identified by the Patient Protection and Affordable Care Act, can be found at https://www.healthcare.gov/coverage/preventive-care-benefits/
Common Health Insurance Terms

**Copayment (Copay)** – A fixed amount you pay for a covered health care service. Paid until annual Out-of-Pocket Limit (OOPL) has been met

**Health Plan Office Visit Copays – In-Network**

- **$15.00** Primary Care Physician and Therapy
- **$25.00** Specialty Services and Urgent Care Services
- **$75.00** Emergency Room

For the HDHP or Access HDHP, you must meet your deductible before copays begin.
**Deductible** – The amount you owe for health care services **BEFORE** your plan begins to pay. Preventive care is not subject to the deductible nor are office visits under the Health Plan and Access Plan. Other services received during an office visit (e.g., labs, x-rays) are subject to the deductible.

<table>
<thead>
<tr>
<th>2017</th>
<th>Health Plan</th>
<th>HDHP</th>
<th>Access Plan (In-Network)</th>
<th>Access HDHP (In-Network)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Single</td>
<td>Family</td>
<td>Single</td>
<td>Family</td>
</tr>
<tr>
<td>Deductible</td>
<td>$250</td>
<td>$500&lt;sup&gt;1&lt;/sup&gt;</td>
<td>$1,500</td>
<td>$3,000&lt;sup&gt;2&lt;/sup&gt;</td>
</tr>
</tbody>
</table>

<sup>1</sup> After an individual within a family plan meets the $250 deductible, medical services will be covered for that individual

<sup>2</sup> The full family deductible must be met before any medical services are covered
**Coinsurance** – A *share* of the costs you pay for a covered health care service calculated as a percentage.

- **10%** for Health Plans, HDHP and In-Network Access Plan and Access HDHP
- **20%** applies to covered *durable and disposable medical equipment*, certain hearing aids and cochlear implants
- **30%** for Out-of-Network Access Plan and Access HDHP

*Deductible* must be met before *coinsurance* applies
Common Health Insurance Terms

**Out of Pocket Limit** - the most you'll have to pay during a policy period. Once you reach this limit, your plan pays 100% of the allowed amount for covered services.

**OOPL** – Out-of-Pocket Limit. Few employees have costs in excess of the OOPL. Once the OOPL is met, coinsurance and copayments no longer apply for health care received in that calendar year.

<table>
<thead>
<tr>
<th>2017</th>
<th>Health Plan</th>
<th>HDHP</th>
<th>Access Plan (In-Network)</th>
<th>Access HDHP (In-Network)</th>
</tr>
</thead>
<tbody>
<tr>
<td>OOPL</td>
<td>$1,250</td>
<td>$2,500(^1)</td>
<td>$2,500</td>
<td>$5,000(^2)</td>
</tr>
</tbody>
</table>

\(^1\) After an individual within a family plan meets the single OOPL, medical services will be covered at 100%

\(^2\) The full family OOPL must be met before medical services will be covered at 100%
Common Health Insurance Terms

Maximum Out-of-Pocket Limit - Set annually by the Federal law, the MOOP is the most you would have to pay in a calendar year before benefits are payable at 100% for costs that are not limited to the OOPL. This includes your costs for Level 3 prescription drugs, hearing aids or cochlear implants for adults and some other expenses that do not accumulate toward “regular” OOPL.

The HDHP plan design does not have a MOOP, meaning that there is no point during the year where you reach a maximum out-of-pocket limit. Exceeding the MOOP under any plan design is not typical.

<table>
<thead>
<tr>
<th>Federal Maximum Out-of-Pocket Limits</th>
</tr>
</thead>
</table>
| MOOP limits for ACA-compliant plans (Health Plans and Access Plan) | Single: $6,850  
Family: $13,700 |
| MOOP limits for HSA-qualified (HDHP and Access HDHP Plan Designs) | Single: $6,550  
Family: $13,100 |
## Health Plan Summary

<table>
<thead>
<tr>
<th></th>
<th>Health Plan</th>
<th>HDHP</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Deductible</strong></td>
<td>$250 individual $500 family</td>
<td>$1,500 single* $3,000 family*</td>
</tr>
<tr>
<td><strong>Office Visit Copay – Primary Care</strong></td>
<td>$151</td>
<td>$15</td>
</tr>
<tr>
<td><strong>Office Visit Copay – Specialty Care</strong></td>
<td>$251</td>
<td>$25</td>
</tr>
<tr>
<td><strong>Coinsurance</strong></td>
<td>You pay 10%</td>
<td>You pay 10%</td>
</tr>
<tr>
<td><strong>Annual Out-of-Pocket Maximum (OOPL)</strong></td>
<td>$1,250 individual $2,500 family</td>
<td>$2,500 single $5,000 family</td>
</tr>
</tbody>
</table>

*HDHP members must satisfy the full deductible for the level of coverage elected (single or family) before any benefits are payable.

1 For the Health Plan design, the deductible does not have to be met for office visit copays to apply.

Preventive services are covered in full.

Does not include Access Plan or Access Plan HDHP
Is the HDHP/HSA Right for You?

HDHP/HSA Considerations:

• Higher out-of-pocket costs, and lower monthly premiums
• The HSA provides employees a way to set aside pre-tax monies that can earn interest
• The UW System will contribute up to $750 for single or $1,500 for family coverage to your HSA in 2017. The UW System’s HSA contribution is pro-rated. An equal portion is deposited to your account in each monthly payroll period.
HDHPs are right for some, and not for others. An on-line survey can help you to decide if the HDHP is right for you.

Take the Survey:
http://uwsystemadmin.co1.qualtrics.com/jfe3/form/SV_50vKVIUe7Pudiux
Health Savings Account (HSA)

<table>
<thead>
<tr>
<th>HDHP Enrollment</th>
<th>Employer Contribution</th>
<th>2017 Limit (including ER contribution)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Single</td>
<td>Up to $750/year</td>
<td>Up to $3,400*</td>
</tr>
<tr>
<td>Family</td>
<td>Up to $1,500/year</td>
<td>Up to $6,750*</td>
</tr>
</tbody>
</table>

*Additional $1,000 “catch-up” if you will be 55+ years of age during the plan year.

• Employees may make changes to their HSA contributions at any time. No qualifying event needed.

• If not HSA-eligible for all 12 months of calendar year, may not be able to contribute full amount listed here. See chart for pro-rated employer contributions and maximum employee contributions at [https://www.wisconsin.edu/ohrwd/admin/download/ben/resources/hsa-mid-year-max.pdf](https://www.wisconsin.edu/ohrwd/admin/download/ben/resources/hsa-mid-year-max.pdf).
HDHP/HSA Eligibility

- **HDHP Eligibility:**
  - Must be covered under the Wisconsin Retirement System
  - Must be eligible for HSA

- **HSA Eligibility:**
  - Must be enrolled in an HDHP
  - Cannot be enrolled in Medicare or TRICARE, or another health plan that is not considered an HDHP.
  - Cannot be enrolled in, or be a covered dependent under a health care FSA (such as spouse or parent)
  - Cannot be a dependent person of another person for tax purposes

*You must be eligible for BOTH the HDHP and HSA in order to enroll in the HDHP or Access HDHP plan*
State Group Health - COB

- Employees who enroll in State Group Health Insurance must provide Coordination of Benefits (COB) information.
  - COB information must be provided when you enroll in a Health Plan or as other coverage for a spouse/domestic partner is added or ended after your enrollment.
  - If you elect an HDHP and you do not provide the required COB information during your enrollment period, you will be defaulted to a non-HDHP.
STATE GROUP HEALTH INSURANCE

OPT-OUT

INCENTIVE
Health Insurance Opt-Out

• $2,000 Opt-Out Incentive is available in 2017 (pro-rated for new hires)
• Must complete a **PAPER** application
• Paid monthly throughout the year
• Incentive is considered taxable
• For Eligibility Requirements see at [https://www.wisconsin.edu/ohrwd/benefits/med/sgh/#Opt-OutIncentive/](https://www.wisconsin.edu/ohrwd/benefits/med/sgh/#Opt-OutIncentive/)
Considerations:

Health Insurance Opt-Out Incentive

- **Impact on Sick Leave Credits.** Upon retirement or death while an employee, unused sick leave is converted into credits to pay for health insurance for you or your surviving spouse/domestic partner/dependents but you must be covered under the State Health Insurance program. If you opt out, your unused sick leave credits have no value until/unless you re-enroll in the future.

- **Re-enrolling in health insurance.** You may re-enroll during the year if you have a qualifying event (such as marriage, birth of a child, loss of other coverage). The Opt-Out Incentive will be pro-rated and ends when you have re-enrolled.

- **Enrollment in Other Benefit Plans.** If you opt out of health insurance, you are also opting out of Uniform Dental. You may still elect the supplemental dental and vision insurance plans.

- **Affordable Care Act (ACA).** The ACA requires most Americans to have health insurance or pay an annual penalty. If you opt out and do not have coverage through a spouse or parent, you may be subject to a fine when you file your federal income taxes.
Prescription Drug Overview

• Your cost for prescriptions will depend on:
  – The plan design you select; and
  – The level of the drug under the formulary

• You pay a copay or coinsurance per fill (30 day supply) as outlined in the formulary

• You pay either a copayment or coinsurance, up to annual out-of-pocket maximum (OOPL)

• The information on the following two slides pertain to the Health Plan Design. For the Access Plan Prescription Drug benefit, see:
  https://www.wisconsin.edu/ohrwd/benefits/med/sgh/compare-pharmacy/
# Prescription Drug Benefits

<table>
<thead>
<tr>
<th>Prescription Drug Level</th>
<th>Member Costs</th>
<th>Annual Rx OOPL</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Level 1</strong></td>
<td>$5 per fill</td>
<td>$600 individual / $1,200 family</td>
</tr>
<tr>
<td><strong>Level 2</strong></td>
<td>20% ($50 maximum per fill)</td>
<td>$600 individual / $1,200 family</td>
</tr>
<tr>
<td><strong>Level 3</strong></td>
<td>40% ($150 maximum per fill)</td>
<td>Does not apply to Rx OOPL. Only applies to Federal MOOP: $6,850 individual / $13,700 family</td>
</tr>
<tr>
<td><strong>Level 4</strong></td>
<td>$50 per fill</td>
<td>$1,200 individual / $2,400 family</td>
</tr>
<tr>
<td>Filled at a Preferred Pharmacy (e.g., Diplomat Specialty Pharmacy)</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Level 4</strong></td>
<td>40% ($200 maximum per fill)</td>
<td></td>
</tr>
<tr>
<td>Filled at any other pharmacy</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
## Prescription Drug Benefits

**How the HDHP design differs from the Health Plan Design for Prescription Drugs**

| Deductible                  | **HDHP**: Deductible of $1,500 individual / $3,000 family (combined medical and Rx)  
<table>
<thead>
<tr>
<th></th>
<th>Health Plans: No deductible</th>
</tr>
</thead>
</table>
| Levels 1 and 2              | **HDHP**: $2,500 individual / $5,000 family OOPL (applies to Levels 1, 2, 3 and 4 drugs)  
|                            | **Health Plan**: $600 individual / $1,200 family OOPL |
| Level 3                     | **HDHP**: Copay/coinsurance is applied to OOPL  
|                            | **Health Plans**: Copay/coinsurance does not apply to Rx OOPL. Only applies to Federal Maximum Out-of-Pocket (MOOP) of $6,850 individual / $13,700 family |
| Level 4 – filled at a Preferred Pharmacy | **HDHP**: Level 4 copay/coinsurance is applied to OOPL  
|                            | **Health Plans**: Level 4 copay/coinsurance is applied to OOPL of $1,200 individual / $2,400 family |
Wellness

• Incentive of $150 for biometric screenings & health risk assessments
  – To receive incentive, you must complete a biometric screening and health risk assessment.
  – StayWell is the vendor for the Wellness Program.
  – Visit the StayWell website for additional resources at https://wellwisconsin.staywell.com/

• Contact your human resources office for information about scheduled screenings at your institution.
How to Earn Incentive

To be eligible for the incentive, employees and spouses/domestic partners covered under State Group Health Insurance will need to complete a health screening and the health assessment by **October 20, 2017**.
Uniform Dental
Offered with State Group Health

- Must be enrolled in State Group Health insurance coverage in order to be eligible for the Uniform Dental Benefit plan

- When enrolling for State Group Health insurance, you will select a plan with or without the basic dental benefit, which is called Uniform Dental

- Coverage level (single/family) will be the same as health insurance plan

- Delta Dental is the insurer for Uniform Dental
Uniform Dental Summary

Approved Provider Network: Delta Dental PPO or Delta Dental Premier Providers

- **$0 Deductible**
- **Diagnostic & Preventative Services are covered at 100%**
  - Exams, Cleanings, X-rays Sealants & fluoride treatments
- **Restorative Services are covered at 100%**
  - Amalgam (silver) fillings
- **Annual Maximum Benefit $1,000 per year per person**

- **Other Services are at 80%**
  - Anesthesia (in conjunction with other services), Periodontics & Emergency Palliative Care (to relieve pain)
- **Orthodontic Services at 50%**
  - Individual Lifetime Maximum of $1,500; Dependents eligible to age 19
- **Non-Covered Service Examples**
  - Crowns, bridges, dentures implants, root canals etc.

Go to [deltadentalwi.com/state-of-wi](http://deltadentalwi.com/state-of-wi) for provider network
Dental & Vision Insurance Options

- Dental Wisconsin PPO and Select
- EPIC Benefits+
- VSP Vision

- Once enrolled for the plan year, you must remain covered under the plan for the remainder of the calendar year unless you have a qualifying event.

- Go to: https://www.wisconsin.edu/ohrwd/benefits/med/ for additional information
Dental Wisconsin

• Employee pays full premium.
• Two Dental Wisconsin plans available (select one):
  – Preferred Provider Plan (PPO)
  – Select Plan (no diagnostic or preventive coverage)

• **Plan Brochure**
• See any dentist. Greater benefits if you see a Delta Dental Premier Provider. For PPO in-network, use the [Delta Dental PPO Provider Look-Up](#)
• Dental WI includes a vision discount program through Davis Vision.
• Administered by EPIC Specialty Benefits

### 2017 Monthly Premiums

<table>
<thead>
<tr>
<th>Plan</th>
<th>PPO Plan</th>
<th>Select Plan</th>
</tr>
</thead>
<tbody>
<tr>
<td>Employee</td>
<td>$24.60</td>
<td>$20.52</td>
</tr>
<tr>
<td>Employee + Spouse/Domestic Partner</td>
<td>$52.08</td>
<td>$42.18</td>
</tr>
<tr>
<td>Employee + Child(ren)</td>
<td>$58.22</td>
<td>$48.68</td>
</tr>
<tr>
<td>Family</td>
<td>$88.02</td>
<td>$71.58</td>
</tr>
</tbody>
</table>
# Dental WI Benefit Summary

<table>
<thead>
<tr>
<th>Plan Name</th>
<th>PPO Plan</th>
<th>Select Plan</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>In-Network</td>
<td>Out-of-Network</td>
</tr>
<tr>
<td>Diagnostic / Preventative</td>
<td>100%</td>
<td>75%</td>
</tr>
<tr>
<td>Basic</td>
<td>75%</td>
<td>55%</td>
</tr>
<tr>
<td>Major/Restore (Includes Endodontic, Periodontics and Implants)</td>
<td>50%</td>
<td>25%</td>
</tr>
<tr>
<td>Orthodontia (Lifetime Benefit)</td>
<td>$1,000 Benefit</td>
<td>$1,000 Benefit</td>
</tr>
<tr>
<td></td>
<td>(for children under 19)</td>
<td>(for children under 19)</td>
</tr>
<tr>
<td>Annual Deductible Per Person</td>
<td>$25</td>
<td>$50</td>
</tr>
<tr>
<td>Office Visit Copay</td>
<td>None</td>
<td></td>
</tr>
<tr>
<td>Annual Benefit Maximum</td>
<td>$1,000</td>
<td></td>
</tr>
<tr>
<td>Waiting Period (if no prior coverage)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Basic Services</td>
<td>3 Months</td>
<td></td>
</tr>
<tr>
<td>Major Services</td>
<td>3 Months</td>
<td></td>
</tr>
<tr>
<td>Orthodontia</td>
<td>12 Months</td>
<td></td>
</tr>
</tbody>
</table>
EPIC Benefits+

- Employee pays full premium
- **Plan Brochure**
- Administered by EPIC Specialty Benefits

### 2017 Monthly Premiums

<table>
<thead>
<tr>
<th>Plan</th>
<th>Without Vision Insurance</th>
<th>With Vision Insurance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Employee</td>
<td>$21.56</td>
<td>$25.60</td>
</tr>
<tr>
<td>Employee + Spouse/Domestic Partner</td>
<td>$43.12</td>
<td>$50.24</td>
</tr>
<tr>
<td>Employee + Child(ren)</td>
<td>$43.12</td>
<td>$50.24</td>
</tr>
<tr>
<td>Family</td>
<td>$64.68</td>
<td>$75.16</td>
</tr>
</tbody>
</table>
## EPIC Benefits+

### Summary of Benefits

<table>
<thead>
<tr>
<th>Benefit</th>
<th>Description</th>
</tr>
</thead>
</table>
| Supplemental Dental (no coverage for basic or preventive services) | • Pays 50% of covered dental charges, after $75 deductible. $1,500 annual maximum  
• $1,200 orthodontia lifetime maximum – (under age 19 only); 12-month waiting period |
| Hospital and Surgery Benefit                 | • You receive $200/day starting on 3\(^{rd}\) day of hospital confinement;  
• You receive $200 per eligible outpatient surgery |
| AD&D Benefits                                | Receive lump sum payment (between $1,000 and $15,000) for accidental death or dismemberment                                                |
| Vision Discount Plan                         | Davis Vision Affinity Discount Plan                                                                                                          |
| Vision Insurance Plan                        | For additional premium, enroll in vision insurance through Davis Vision Network (in- and non-network benefits available) |
VSP Vision Insurance Plan

• Employee pays full premium
• Plan Brochure
• Notify your eye care provider that you have coverage under VSP at the time of service. You can print an ID card at www.vsp.com
• Administered by VSP

2017 Monthly Premiums

<table>
<thead>
<tr>
<th></th>
<th>Employee Only</th>
<th>Employee + Spouse/DP</th>
<th>Employee + Child(ren)</th>
<th>Employee + Family</th>
</tr>
</thead>
<tbody>
<tr>
<td>$6.54</td>
<td>$13.08</td>
<td>$14.73</td>
<td>$23.54</td>
<td></td>
</tr>
</tbody>
</table>

## VSP Vision Insurance Plan
### Summary of Benefits

<table>
<thead>
<tr>
<th>Benefit</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Vision Exam</td>
<td>Annual eye exam with a $15 copay (also covered by all Health Plans with a $25 copay)</td>
</tr>
</tbody>
</table>
| Prescription Glasses | • Frames – covered up to $130 every other year after $25 copay  
• Lenses – covered every year after copay – employee cost depends on selected lenses |
| Contact Lenses     | $130 annual allowance – no copay for contact lenses                                                                                      |
| KidsCare Program   | • Two exams per year  
• Impact resistant lenses  
• Lenses replaced annually or as needed  
• Frames replaced annually with $25 copay |
| Additional Savings | • Discounts on additional glasses purchased in-network  
• Discounts on in-network laser vision correction                                       |

**Note:** VSP covers either lenses for your glasses OR contacts every year, but not both.
How do I choose which plan is right for me?

- Dental Wisconsin and EPIC Benefits+ offer similar dental benefits – see their dental benefits compared side-by-side on our [Dental Comparison Chart](https://www.wisconsin.edu/ohrwd/benefits/download/med/dentalcomp.pdf)

- Dental Wisconsin, EPIC Benefits+ and VSP Vision all have some vision benefits - see their vision benefits compared side-by-side on our [Vision Comparison Chart](https://www.wisconsin.edu/ohrwd/benefits/download/med/visioncomp.pdf)

- You may enroll in any or all of these plans
STATE GROUP HEALTH INSURANCE
EMPLOYEE REIMBURSEMENT ACCOUNTS
FLEXIBLE SPENDING ACCOUNTS/PARKING AND TRANSIT
Employee Reimbursement Accounts (ERA)

- FSA Medical
- FSA Dependent Care
- Parking & Transit
- Limited Purpose FSA
Employee Reimbursement Account

• The Employee Reimbursement Account (ERA) program provides pre-tax advantage for group premiums, Flexible Spending Accounts (FSA) and Parking & Transit.

• Deducted from each paycheck before Federal, State, and FICA taxes are calculated to save money on taxes

• **Must re-enroll each year during the Annual Benefits Enrollment period each fall!**
# FSA Plan Descriptions

<table>
<thead>
<tr>
<th>FSA Type</th>
<th>Eligible Expenses</th>
<th>Eligible Dependents</th>
<th>Annual Contribution Limits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Health Care FSA</td>
<td>Medical, dental, vision &amp; prescription</td>
<td>You, your spouse, qualifying child or relative</td>
<td>Max: $2,550</td>
</tr>
<tr>
<td>Dependent Day Care FSA</td>
<td>After school care, adult or child daycare, preschool</td>
<td>You, your spouse, qualifying child or relative</td>
<td>Max: $5,000 — dependent on tax filing status</td>
</tr>
<tr>
<td>Limited Purpose FSA</td>
<td>Dental, vision &amp; post-deductible expenses</td>
<td>You, your spouse, qualifying child or relative</td>
<td>Max: $2,550</td>
</tr>
</tbody>
</table>
Health Care FSA/Limited Purpose FSA

- Plan year is 1-1-20XX to 12-31-20XX.
- Claims must be submitted by March 30 following the plan year.
- If you have any money left in your account at the end of the plan year, up to $500 will carry over into the next plan year.
  
  Note: This does not apply to the Dependent Day Care FSA.

- Review the FSA Participant Guide for more details.
Parking and Transit

The UW System deducts parking costs on a pre-tax basis. If you purchase parking through the UW System, you already receive this pre-tax benefit.

2017 Limits

- Transit—
  - $130/mo (State)
  - $255/mo (Federal)
- Parking—
  - $255/mo

- Administered by TASC.
- TASC also offers Parking and Transit benefits that allows you to pay for certain transportation-related expenses on a pre-tax basis. This includes:
  - Mass Transit Fares
  - Parking Fees

You may change your parking and/or transit election at any time.
Flexible Spending Accounts – How to Enroll

• You may enroll within 30 days of the start of your first benefits-eligible appointment. Coverage is effective on the first of the month on or following your eligibility date.

• Only expenses incurred on or after your coverage effective date are eligible for reimbursement.

• Be cautious about how much you decide to contribute as you cannot make changes during the year unless you have a life event.

• You generally have 30 days from the date of a life event to enroll, cancel or change your election. You should contact your human resources office as soon as a life event occurs.
LIFE INSURANCE
Life Insurance

• Four optional life insurance plans are available. You may enroll in more than one plan.
  – State Group Life Insurance
  – Individual and Family Life Insurance
  – UW Employees, Inc. Life Insurance
  – Accidental Death and Dismemberment (may enroll at any time without restriction)

• If you do not enroll when first eligible, you may enroll at a later time through evidence of insurability (acceptance not guaranteed) or if you have an eligible life event.

• Compare Plan Features at https://www.wisconsin.edu/ohrwd/benefits/download/life/lifecomp.pdf

• Review Premiums for all plans at https://www.wisconsin.edu/ohrwd/benefits/premiums/
Life Insurance

State Group Life Insurance

• You may select the following coverage:
  – Employee: Up to 5 times your annual salary, rounded up to the next thousand
  – Spouse/Domestic Partner: $10,000
  – Child(ren): $5,000

• Opportunity to continue employee coverage at retirement or termination with at least 20 years of WRS service (eligibility requirements must be met). No longer required to pay premium when you turn 65 and are retired.

• State Group Life Insurance is administered by the Department of Employee Trust Funds (ETF)
Life Insurance

Individual & Family Group Life

• Term life insurance for employees and their spouse or domestic partner and eligible children. You may initially select the following coverage:
  – Employee: $5,000; $10,000; $15,000 or $20,000
  – Spouse/Domestic Partner: $5,000 or $10,000
  – Child(ren): $2,500

• There is an annual opportunity to increase coverage.

• Individual and Family Group Life Insurance is administered by University of Wisconsin System Administration
Life Insurance

UW Employees, Inc. Life Insurance

• Decreasing term life insurance

• Coverage levels range from $33,000 - $7,000 depending on your age

• Employee-only coverage
Life Insurance

Accidental Death and Dismemberment (AD&D)

• Offers insurance in the case of an accidental death or dismemberment for you and your spouse/domestic partner and eligible children. You may select coverage levels that range from $25,000 to $500,000.

• You may enroll, change or cancel your coverage at any time.

• In addition to benefits payable in the event of accidental death or dismemberment, this plan provides the following benefits:
  – Zurich Travel Assist – travel assistant program that provides benefits when you travel at least 100 miles from your home.

• AD&D is administered by University of Wisconsin System Administration.
Life Insurance and WRS Beneficiary Designations

• A beneficiary is a person(s) or any legal entity such as an estate or trust, that you specifically name to receive benefits payable upon death (WRS account, life insurance, value of tax deferred retirement savings account…)

• Most beneficiary designations available online: [https://www.wisconsin.edu/ohrwd/formspubs/](https://www.wisconsin.edu/ohrwd/formspubs/)

• Each benefit plan has a separate beneficiary designation. Exception – State Group Life and WRS use the same form.

• Mail beneficiary designations directly to the address listed on the form

• If you do not file designation, benefits will be payable per Standard Sequence, per the plan contract

• It is important to keep your beneficiary designations up-to-date. Always review your designations and update as necessary when you have a life event (birth, death, divorce, marriage, change in domestic partnership, etc.).
Income Continuation Insurance (ICI)

- Provides up to 75% of gross base wages as replacement income if you are unable to work due to illness or disability.

- Initial enrollment period – within 30 days of WRS eligibility date (usually your hire date).

- Coverage is effective on the first day of the month on or after your date of employment or your newly benefits-eligible job.

- Must submit an application to either elect or decline coverage.
Income Continuation Insurance (ICI)

- Premium is based on monthly gross salary and sick leave balance
  - Standard ICI Premiums - covers earnings up to $64,000
  - Supplemental ICI Premiums - covers earnings from $64,001 to $120,000
  - Premiums:  
    https://www.wisconsin.edu/ohrwd/benefits/premiums/

- ICI benefits begin the later of 30 calendar days or the use of all of your sick leave, up to 1040 hours (130 days).
Income Continuation Insurance (ICI)

- If you do not enroll when initially eligible, can enroll through Deferred Enrollment by March 1st of a given year if one of the following occurs:
  - The 1st time you qualify for Category 3 by earning and retaining 80 or more hours of sick leave in the previous calendar year
  - The 1st time you accumulate 520 or 728 hours by the end of the previous calendar year
  - Following any year that you accumulate 1,040 hours of sick leave.
Retirement

Wisconsin Retirement System (WRS)

Eligibility

If you are first covered by the WRS on or after July 1, 2011:
You are eligible for the WRS if you are expected to work both one year and 1,200 hours (58%)

If you have WRS creditable service prior to July 1, 2011:
You are eligible for the WRS if you are expected to work both one year and 600 hours (29%)

Once WRS eligibility requirements are met (or expected to be met), participation in the WRS is mandatory.
## 2017 WRS Contribution Rates

### Established Annually

#### Employee Required Contributions

**6.8% of salary**

Deductions taken on a pre-tax basis for state and federal tax purposes.

WRS contributions subject to IRS limits – employees and UW pay WRS contributions on first $270,000 in earnings

#### Employer Required Contributions

**6.8% of salary** - for all University Staff except those in the Protective WRS category

**10.6% of salary** - for Protective with Social Security *(the employer also pays .38% to fund duty disability program)*

The UW also contributes 1.3% of salary to fund retiree health insurance credits.
Retirement

WRS Investment Options

- Two investment funds
  - Core Fund: 50% stocks, 50% fixed income and other assets (subject to change)
  - Variable Fund: 100% stocks
- Information about WRS investments: [https://www.wisconsin.edu/ohrwd/benefits/ret/](https://www.wisconsin.edu/ohrwd/benefits/ret/) and [http://www.swib.state.wi.us/](http://www.swib.state.wi.us/)

- If you do nothing, all contributions are invested in Core Fund.
- You can file a Variable Fund election to invest half of contributions to Variable Fund.
WRS

Retirement Benefits

• Provides a retirement annuity (pension) once you reach retirement age and are vested.

• There are two methods of calculating retirement benefits: the formula and money purchase methods. If eligible, you are entitled to the higher of the two amounts.

• Vesting
  – If first covered by the WRS on or after July 1, 2011, fully vested after 5 years of WRS service
  – If you have WRS service prior to July 1, 2011, immediately vested

• Minimum retirement age is 55 - normal retirement age is 65

• Investments managed by the State of Wisconsin Investment Board (SWIB)
If you leave employment before minimum retirement age or before you are vested, you can leave your money in the WRS to accumulate interest.

- **Separation benefit** – Available if you end WRS employment before minimum retirement age or after retirement age if not vested. Benefit paid equals employee contributions plus accumulated interest (not eligible to receive employer contributions).

- **Disability benefits** – If you become permanently disabled and unable to work, you may be eligible for a WRS disability annuity (minimum service requirements apply).

- **Death benefits** – If death occurs while actively employed, full value of WRS account is payable upon death.

- For more information about all WRS related benefits, visit ETF’s website: [http://www.etf.wi.gov/](http://www.etf.wi.gov/)
Supplemental Retirement Savings Plans

- Supplemental Retirement Savings Plans set aside money for retirement on a pre-tax or post-tax (Roth) basis. See links below for more details.
  - Tax-Sheltered Annuity 403(b) Program
  - Wisconsin Deferred Compensation Program
- May participate in one or both programs. You can contribute the maximums under both the WDC plan and the UW Tax-Sheltered Annuity 403(b) plan.
- Annual Federal Maximums apply
Retirement

Tax-Sheltered Annuity 403(b)

- Invest on either a pre-tax basis, an after-tax basis (Roth), or a combination of both. Includes a wide array of mutual funds and fixed and variable annuities managed by five investment companies.
- Participation is voluntary.
- You make the entire contribution; there is no employer match.
- Change your contributions at any time.
- **Minimum Contribution Limit for TSA:**
  - $8.00 per biweekly paycheck
  - $20.00 per monthly paycheck
- **Maximum Annual Contribution Limit:**
  - If under age 50: $18,000
  - If age 50 or older at any time during the year: $24,000 (eligible for a $6,000 additional catch-up if you will be 50 or older at any time during the year)
To enroll in the TSA Program:

- Select one or more investment companies. The Quick Guide provides a short description of each company and contact information.

- Sign up with your selected investment company(ies) either online, with the EZ Enrollment form or with a complete paper application. If you choose Lincoln or Ameriprise/RiverSource, you will work directly with an agent.

- Fill out the Salary Reduction Agreement to indicate how much you want to contribute to your investment company(ies) every pay period. Submit the SRA to your human resources office. The SRA does not need to be completed if applying via the EZ Enrollment Form.
Retirement
Wisconsin Deferred Compensation

• Invest on either a pre-tax basis, an after-tax basis (Roth), or a combination of both. Includes a wide array of investment options.
• Participation is voluntary.
• You make the entire contribution; there is no employer match.
• Change your contributions at any time.
• **Maximum Annual Contribution Limit:**
  – If under age 50: $18,000
  – If age 50 or older at any time during the year: $24,000 (eligible for a $6,000 additional catch-up if you will be 50 or older at any time during the year)
Retirement

Wisconsin Deferred Compensation

• To enroll and make changes directly with Wisconsin Deferred Compensation (WDC). You can download and print either one of the below forms, then complete and submit it to the WDC office.


• Enrollment form (complete): https://www.fascore.com/PDF/wisconsin/enroll.pdf
MISCELLANEOUS BENEFITS
Long Term Care Insurance

- **Long-Term Care insurance** (LTCi) provides financial protection for the costs of long-term care.
- It covers services that are typically not covered by health insurance but are vital, such as walking, eating, bathing, etc.
- Coverage includes care in non-institutional settings, such as assisted living, adult day care, and in-home care.
- LTCi is available to you, your spouse or domestic partner, your parents and your spouse’s or domestic partner’s parents. Anyone covered by the plan must live in Wisconsin.
- You may apply directly to the vendor at any time.
- The Department of Employee Trust Funds (ETF) monitors the LTCi plans.
**Miscellaneous Benefits**

**LifeSuite Program**

The **LifeSuite Program** is offered to active, WRS-eligible, UW System employees.

<table>
<thead>
<tr>
<th>Program</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>Travel Assistance</td>
<td>Available if you are an active employee and you or an eligible dependent is more than 100 miles from home. For more information visit <a href="LifeBenefits.com/travel">LifeBenefits.com/travel</a>.</td>
</tr>
<tr>
<td>Legal Services</td>
<td>Available for simple will preparation or consultation to active or retired employees. If you retain a lawyer within the network, you receive 25% off their services.</td>
</tr>
<tr>
<td>Beneficiary Financial Counseling</td>
<td>For beneficiaries of employees covered under the State Group Life Insurance program if they receive at least $25,000 in State Group Life Insurance benefits.</td>
</tr>
<tr>
<td>Legacy Planning Services</td>
<td>Available to active or retired employees to work through end-of-life issues. These resources are available at <a href="LegacyPlanningResources.com">LegacyPlanningResources.com</a>.</td>
</tr>
</tbody>
</table>
Miscellaneous Benefits

Employee Assistance Program

• The Employee Assistance Program (EAP) provides employees and their immediate family members with a free and confidential opportunity to address personal and work related concerns.

• For information about the program at your institution, please see https://www.wisconsin.edu/ohrwd/benefits/misc/#eap
Affordable Care Act (ACA) Non-Discrimination Notice

The UW System and the Department of Employee Trust Funds (ETF) comply with applicable Federal civil rights laws and do not discriminate on the basis of race, color, national origin, age, disability or sex.
Thank you for your participation!

Questions?
Contact your human resources office!