



This **Benefit Summary - Quick Guide** is a high-level overview of the benefits package offered to UW System Crafts Workers (includes crafts worker, crafts worker supervisor, shop supervisor and crafts operation manager). Additional resources/links are referenced throughout that provide more detailed information.

Use **ALEX!** An interactive decision-support tool that acts as a personalized benefits counselor. ALEX helps compare plan designs in plain English. ALEX may be accessed anywhere you have an internet connection.

### Paid Leave

Prorated for employees working less than 100% and for employees not employed for the entire calendar year.

- **Vacation:** Crafts Workers earn 13-27 days per year depending on years of service and employment type. Allocated on a calendar year basis. Unused hours carry over until the end of the following calendar year. See [UW System Administrative Policy 1238 \(formerly GEN 21\) Crafts Workers](#), section 4.C. for additional provisions that apply.
- **Observed Legal Holidays:** Nine legal holidays are observed.
- **Personal/Floating Holidays:** Crafts Workers are not eligible (however, Crafts supervisors, shop supervisors and crafts operations managers are eligible for 36 hours per calendar year; must be used by end of calendar year)
- **Sick Leave:** Crafts Workers earn 5 hours per biweekly pay period (based on 80 hours of pay) for a total of 130 hours (16.25 days) per year. Accumulates without limit and does not expire.

### Health Insurance (includes [pharmacy benefits](#); Uniform Dental is optional)

Employees eligible for the WRS benefits package are eligible for State Group Health Insurance with or without Uniform Dental. The High Deductible Health Plan (HDHP) includes a Health Savings Account (HSA). The HSA can provide a triple tax advantage by allowing tax-free contributions, tax-free distributions and investment earnings. Crafts workers may contribute to their HSA on a pre-tax basis up to the annual IRS maximum contribution amounts; however, they are not eligible for the employer contribution. Crafts Workers are required to pay the full cost of health insurance as administered by the Department of Employee Trust Funds (ETF). See [Wis. Stat. § 40.05\(4\)\(ah\)](#). Monthly pre-tax employee premiums may be found on [ETF's Total Premium webpage](#).

### Well-being Resources

- **Employee Assistance Program (EAP):** Provides confidential resources at no cost to employees and members of their household. The EAP may help with personal/work-related concerns, legal/financial situations and work-life balance.
- **Mental Health Resource:** SilverCloud is an online, anonymous, self-guided, interactive resource that provides confidential assistance with mental health well-being (e.g. managing stress and anxiety).
- **Well Wisconsin Program:** Employees and spouses enrolled in State Group Health Insurance are eligible to participate. Employees and spouses may earn a \$150 incentive by completing a health assessment, health check and one Well-being activity. Other resources are also available to help employees achieve their well-being goals.

### Dental Insurance

The Uniform and Preventive Dental plans cover certain diagnostic, preventive, basic, and orthodontia (under age 19) services. The Select and Select Plus plans cover certain major and restorative services (but exclude coverage for preventive services). Differences between the Select and Select Plus plans include their provider networks, premiums, annual maximums and whether orthodontia is covered (Select Plus plan only, including adult orthodontia). Monthly pre-tax employee premiums:

Monthly Pre-tax Employee Premiums	Employee Only	Employee + Spouse	Employee + Child(ren)	Family
Uniform Dental ( <b>with</b> State Group Health)	\$4.00	\$9.00	\$9.00	\$9.00
Preventive Dental ( <b>without</b> State Group Health)	\$30.20	\$75.50	\$75.50	\$75.50
PPO - Select	\$9.28	\$18.56	\$12.52	\$22.28
PPO plus Premier – Select Plus	\$16.82	\$33.64	\$31.12	\$51.30

### Vision Insurance

Vision insurance provides coverage for vision exam(s) and materials. Monthly pre-tax employee premiums:

Monthly Pre-tax Employee Premiums	Employee Only	Employee + Spouse	Employee + Child(ren)	Family
Vision Insurance	\$5.72	\$11.42	\$12.88	\$20.58

### Spending and Savings Accounts

- **Flexible Spending Accounts (FSAs)** allow employees to set aside pre-tax income to help pay eligible health, dental, vision and/or dependent day care expenses. FSA's are "use it or lose it" accounts; however, the healthcare FSAs do include a carryover provision.
- **Parking & Transit Accounts** allow employees to set aside pre-tax income for work-related parking and transit expenses.
- **Health Savings Accounts (HSAs)** are a required component of the High Deductible Health Plan (HDHP). They allow employees to set aside pre-tax income to help pay eligible health, dental and/or vision expenses. HSAs provide a triple tax advantage (contributions, distributions, investment earnings). The money in an HSA rolls over from year to year. Crafts workers are not eligible for the employer contribution to their HSA.

### Life and Accidental Death & Dismemberment (AD&D) Insurance

UW System offers the below life insurance plans. Employees may enroll in multiple plans, if eligible:

- **State Group Life Insurance:** Employee coverage up to 5x annual income (partially paid for by the UW System). Spouse and dependent coverage also available.
- **Individual & Family Life Insurance\*:** Up to \$300,000 employee coverage available.
- **UW Employees, Inc. Life Insurance:** Decreasing term life insurance (\$7,000 - \$33,000) available for employee only.
- **Accidental Death & Dismemberment (AD&D) Insurance\*:** Up to \$500,000 employee coverage available.

*\*Spouse, domestic partner and dependent coverage available.*

### Accident Insurance

May provide a cash payment to help cover out-of-pocket expenses in the event of an accident. Includes an Accidental Death & Dismemberment (AD&D) component. Employees may enroll in both AD&D Insurance and Accident Insurance. Monthly premiums:

Monthly After-tax Employee Premiums	Employee Only	Employee + Spouse	Employee + Child(ren)	Family
Accident Insurance	\$4.38	\$6.26	\$8.44	\$12.32

### Income Continuation Insurance

Replaces up to 75% of eligible earnings if an employee is unable to work due to illness/injury. Premiums based on accumulated sick leave hours & eligible earnings. After accumulation of a certain amount of sick leave, UW System contributes to the premium.

### Retirement Savings Programs

- **Wisconsin Retirement System (WRS):** Provides retirement benefits to UW System employees and most State of Wisconsin public employees. In 2021, eligible employees contribute 6.75% of eligible earnings up to IRS limits. The UW System also contributes 6.75%. The WRS also provides separation, disability and survivor benefits.
- **Tax-Sheltered Annuity (TSA) 403(b) Program\*:** Save for retirement pre-tax or after-tax (Roth).
- **Wisconsin Deferred Compensation (WDC) 457 Program\*:** Save for retirement pre-tax or after-tax (Roth).
- **Sick Leave Credit Conversion Program:** Unused sick leave may be converted to credits to pay for State Group Health Insurance at layoff, termination with 20 years of service, retirement or for covered family members at employee's death. Crafts workers are not eligible for the Supplemental Health Insurance Conversion Credit (SHICC) portion of the program (except for Crafts worker supervisors, Shop supervisors and Crafts operation managers).

*\*These retirement savings programs have no employer contribution. Annual contribution limits are set by the IRS. Special catch-up contributions may be available.*

**Other Resources:** Use [ALEX](#), the [UW System Employee Benefits Website](#), [UW System Administrative Policy 1238 \(formerly GEN 21\) Crafts Workers](#) or contact your institution's [human resources office](#).

Most enrollments are due **within 30 days** from date of hire. Effective dates vary by plan. Annual Benefits Enrollment is held each fall for certain plans with coverage effective the following January 1<sup>st</sup>. Some plans allow mid-year enrollment with evidence of insurability. Every effort has been made to ensure this guide is correct. Information in this guide does not guarantee eligibility, enrollment, and/or benefits.

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