

Buckle Up... It's Decision Time!



University of Rochester Open Enrollment 2019

Welcome to the Open Enrollment Period for 2019 Benefits!

The annual open enrollment period for the University of Rochester benefits for calendar year 2019 will be held from **Thursday, November 1 to Thursday, November 15**.

ALEX Can Help You

Picking the right benefit plans can be a challenge. Which medical and dental plans are best for me? How much should I save in my FSA? Does an HSA make sense for me? These decisions are important, and a lot goes into making the right choice. To make the process easier, start with the easy-to-use online tool, ALEX (<https://rochester.edu/>

totalrewards, scroll to Helpful Links, select Tools and Videos and then ALEX Tool)

ALEX will ask a few questions (i.e. who will be covered on your plan, what types of services do you think you will need throughout the year, etc.) and will provide a customized cost comparison for each of the plans. ALEX will also walk you through a few scenarios to better explain how your benefits work!

Looking for more videos and information on your benefit choices? Not to worry, our Total Rewards website is here just for you, visit (<https://rochester.edu/totalrewards>) and get all your benefits questions answered.

New and Noteworthy

University-Funded Health Savings Account (HSA)

University HSA funding will return for the sixth consecutive year! For 2019, full-time eligible employees, residents and fellows earning less than \$52,000 (salary band 1) and enrolled in YOUR HSA Eligible Plan will receive \$100 of University funding into their HSA accounts just by certifying their eligibility during open enrollment.

New HSA and FSA Maximums for 2019:

Health Savings Account (HSA):*

- \$3,000 for single coverage
- \$7,000 for family coverage
- *Additional \$1,000 contribution if the account holder is 55 or older*

Flexible Spending Account (FSA):*

- \$2,650 limit for the Health Care or Limited Purpose FSA

Dependent Care FSA:*

- \$5,000 per household to be used towards qualified child care expenses for a tax dependent child under 13 or a dependent adult.

Did you know...?

Your enrollment in a University Health Care Plan can make you eligible for great discounts and services through the UR Employee Pharmacy. The pharmacy, located on the 1st floor of the Medical Center offers a reduction in copay/coinsurance for prescriptions, 90-day fulfillment on maintenance medications and free delivery service for employees at many of the University's off-site locations. For more information, call the URM Employee Pharmacy at (585) 276-3900.

Your Benefit Extras

You can enroll, make changes or cancel VSP Vision Care or Hyatt Legal Plans coverage during the annual Open Enrollment period. For more information on these voluntary benefits, visit www.YOURBenefitsExtras.com. Your plan will automatically renew unless you take action by November 15th.

Changes to Life Insurance Offerings

Group Optional Term Life (GOTL) insurance will no longer be offered effective 11/1/18 in favor of offering only Group Universal Life (GUL) insurance. Any current GOTL policies will be automatically converted to GUL at the lower GUL rates effective 11/1/18. Beneficiaries, however, will not automatically convert. Employees currently insured for GOTL, will need to designate a beneficiary in November for GUL insurance.

* Eligibility rules apply

3 Easy Steps to Complete Your 2019 Open Enrollment Process!

1. Review your benefits and know what action to take this Open Enrollment!

- Utilize the resources on the Total Rewards website (<https://rochester.edu/totalrewards>) including ALEX (<https://rochester.edu/totalrewards>, scroll to Helpful Links, select Tools and Videos and then ALEX tool) an interactive benefits decision-making tool.
- Log in to the Aetna or Excellus website to review your claims and expenses over the past year.
- Review your dependents to be sure they will remain eligible in 2019
(see the Total Rewards website for the eligibility requirements <https://rochester.edu/totalrewards>, scroll to Helpful Links, select FAQs and then see first question).
- Read the materials in this open enrollment folder and attend a Q & A session or webinar to get your questions answered (Schedule of all sessions on back of this folder).
- Log into HRMS (www.rochester.edu/people), select the Securian Financial link, and review your Life Insurance coverage and beneficiaries.
 - Please Note: Any Group Optional Term Life (GOTL) policies will convert to Group Universal Life (GUL) effective 11/1/18 and beneficiaries must be designated at that time.
- Log into Your Benefits Extras (www.YOURBenefitsExtras.com) to review your VSP Vision Care and Hyatt Legal Plans coverage.

2. Choose your plans.

Health, Dental, FSA and HSA Elections:

Log in to HRMS (www.rochester.edu/people) and select the 2019 Open Enrollment link to make these elections for 2019. You will receive an email confirmation when submitted successfully on HRMS.

Health and Dental:

- Plan to keep the same coverage? No action is needed!
 - Both Health and Dental elections from 2018 will roll over to 2019 if no action is taken.
- Action is required if you plan to change:
 - Plan—PPO or HSA Eligible
 - Third-Party Administrator – Aetna or Excellus
 - Dependents
 - Or Waive Coverage

FSA and HSA

- Action is required if you would like to contribute or continue to contribute to an FSA or HSA.
 - Your 2018 election will not roll over to 2019
- If selecting the HSA Eligible Plan and you are eligible for University HSA funding (full-time employees, residents and fellows making less than \$52,000), be sure to complete your certification on HRMS to receive funds.

Life Insurance Elections:

From the HRMS homepage, select the Securian Financial link to review/update your Life Insurance beneficiaries and make changes to your coverage.

- Action is required if:
 - You are electing Group Universal Life (GUL) insurance for the first time.
 - You were previously insured for Group Optional Term Life (GOTL) insurance; you will need to designate a beneficiary in November for GUL insurance
 - You want to change your beneficiaries.
 - You want to increase your GUL coverage amount.

VSP Vision and Hyatt Legal Plan Coverage:

From the HRMS homepage, select the YOUR Benefits Extras link to review/update your VSP Vision Care and/or Hyatt Legal Plans coverage.

- Plan to keep the same coverage? No action required.
 - VSP Vision Care and Hyatt Legal Plans coverage will roll over to 2019 if no action is taken.
- Action is required if you want to:
 - Enroll for the first time
 - Change your current plan
 - Cancel your coverage

3. Watch for your confirmation statement in December 2018.

FAQs:

I am happy with my benefits, do I need to do anything?

Your health, dental, vision, life and legal will roll over if you do not make any changes. Your HSA and all types of FSA accounts require action for 2019 election.

When can I change my HSA contribution?

You can change it any time during the year, however, during open enrollment is the only time eligible employees can certify to receive the University HSA funding. Also if you had an HSA in 2018 it will not roll over to 2019, so although you can make changes anytime during the year it is important to note that action is required to start contributions for 2019.

What is a dependent care FSA

A DCFSA is a tax-advantaged savings account designed to help you save money on qualified child care expenses for a tax dependent child under 13 or qualified care expenses for a dependent adult.

Does my FSA roll over?

Your FSA will not roll over so you will need elect this during open enrollment. You may not change your annual contribution once it is elected during open enrollment, unless you experience a corresponding qualifying event during the year.

Where can I go for more information?

Total Rewards Website: <https://rochester.edu/totalrewards>

Total Rewards Videos and Tools Page: <https://rochester.edu/working/hr/benefits/video/index.html>

Plus, leading up to and during open enrollment, we host Q&A Sessions, Webinars and Help Sessions. See the schedule on the back of your folder!

Who can I call if I am problems enrolling?

ASK URHR – 275 - 8747

How do I know if I successfully enrolled in my benefits?

After submitting your elections for health, dental, FSA and HSA you will receive an email from HRMS. You will also receive a detailed confirmation statement of your benefits in the mail in December.

After submitting your Securian election, if you chose to receive information electronically you will get an immediate email. You will also receive a new or updated Certificate of Coverage in the mail in January if you increased or decreased your coverage.

After submitting your VSP and/ or Hyatt Legal elections via Corestream, you will receive an immediate confirmation email. You will also receive VSP Evidence of Coverage and/or Hyatt Legal Plans Certificate of Coverage in the mail in January.

Where do I enroll in my benefits?

View your 3-easy steps for complete details!

