

Travel at Home Benefits Summary

University of Rochester

HEALTH CARE

The University of Rochester offers two Health Care Plan options:

- YOUR PPO Plan
- YOUR HSA-Eligible Plan

Coverage options include employee only, employee and children, employee and spouse/domestic partner, or family. Your Plan is administered by Ex-cellus BlueCross BlueShield (BCBS). Health care coverage will be effective on the 1st day of the month following your date of hire, or on your date of hire if that occurs on the 1st of the month.

Find additional information at rochester.edu/totalrewards/health.

FLEXIBLE SPENDING ACCOUNTS (FSA)

FSA options include:

- Health Care FSA
- Limited Purpose Health Care FSA (must be enrolled in the HSA Health Plan)
- Dependent Care FSA

FSA elections will be effective on the 1st day of the month following your date of hire, or on your date of hire if that occurs on the 1st of the month.

Find additional information at rochester.edu/totalrewards/fsa.

HEALTH SAVINGS ACCOUNT (HSA)

If you are enrolled in the YOUR HSA-Eligible Plan you may choose to contribute to an HSA. HSA elections will be effective on the 1st day of the month following your date of hire, or on your date of hire if that occurs on the 1st of the month.

Find additional information at rochester.edu/totalrewards/hsa.

RETIREMENT PROGRAM

Voluntary Contributions

Begin making Voluntary Contributions¹ to the Retirement Program at any time.

University Contributions

Travel at Home staff members are eligible for University Contributions¹ after 2 years of service in which they work a minimum of 1,000 hours per Plan Year. The University Direct Contribution is 6.2% of your eligible compensation, up to the breakpoint of \$65,000, then 10.5% of eligible compensation in excess of the breakpoint, up to the IRS limit (\$345,000).

Find additional information at

rochester.edu/totalrewards/retirement.

ENROLLMENT DETAILS (Health Care, FSA, HSA)

To enroll, contact Total Rewards at:

Phone: 585-275-2084

Email: TotalRewards@rochester.edu

ENROLLMENT DETAILS

1. Go to TIAA.org/rochester and click “Enroll or update”
2. Click “Register now”
3. Follow the on-screen instructions to complete your enrollment. You will select your contributions, investment choices, and beneficiaries.

Enroll within 30 days of hire/
eligibility

Enroll anytime

FAMILY CARE PROGRAM

The University's Family Care Program offers:

- The Children's School at URM - Priority placement and 10% discount
- Child Care Select - 10% discount at any KinderCare location

Find additional information at rochester.edu/totalrewards/family/.

ENROLLMENT DETAILS

Visit

rochester.edu/totalrewards/family/

WELL-U

The University's wellness program, Well-U, provides employees with programs such as:

- Emotional & mental health resources
- Physical fitness development opportunities
- Food & nutrition support

Some programs require enrollment in the University-sponsored health care plan to participate.

UR MEDICINE EAP

Professional & confidential guidance provided at no cost for employees and members of their household. UR Medicine EAP will help assess issues and provide short-term counseling and referrals as needed with life events.

Find additional information at urmc.rochester.edu/eap.

ENROLLMENT AND ELIGIBILITY DETAILS (Well-U & UR Medicine EAP)

Visit rochester.edu/well-u

LONG-TERM CARE

Long-term care (LTC) insurance pays for home health care, assisted living, and nursing home care to help people with the functions of day-to-day living when it becomes too difficult to do it on your own.

ENROLLMENT DETAILS

To learn more or to enroll, contact Legacy Services at:
Phone: 1-800-230-3398
Email: custsvc@4groupitci.com

BUSINESS TRAVEL INSURANCE PLAN

The University provides benefits in case of accidental death, dismemberment, or paralysis while traveling on approved University business away from the principal place of employment for periods of 365 days or less. The travel assistance card is available online at rochester.edu/benefits/health/healthcare/traveling and should be printed and carried with participants.

ENROLLMENT DETAILS

Employees are automatically enrolled upon hire.

Leave, Disability, and Vacation

Find information about your job classification, standard work hours, etc. using the Benefits Eligibility Key, found on HRMS (rochester.edu/people) by following the path Main Menu > Self Service > Benefits > Benefits Eligibility Key.

SHORT-TERM DISABILITY

Statutory pay (pay required by NYS) begins on the 8th consecutive day of disability absence. Employees must have at least 4 weeks of service to be eligible.

HOLIDAYS

University holidays: New Year's Day, Martin Luther King Jr. Day, Memorial Day, Juneteenth, Independence Day, Labor Day, Thanksgiving Day and Friday after Thanksgiving, and Christmas Day.

Hourly paid staff members who work either on the University holiday or the legal holiday receive holiday pay in the form of double time for hours worked.

Additional information about leave, disability, and vacation can be found on rochester.edu/human-resources/benefits/leave-disability/.

The University reserves the right to modify, amend, or terminate these plans at any time. This document provides only a summary of the main features of the plan. Detailed information on the benefit plans is available on the Total Rewards website at rochester.edu/totalrewards.

¹ Refer to the [Retirement Program's eligibility page](#) of the Total Reward's website for detailed eligibility information.