

# A Guide to Your Benefits



■ ■ ■ **2023**





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# Benefit Basics



Elon believes in making an impact not only within our community, but also with our employees. Above all, we want our employees to make an impact in the communities where they live, work and play. Once you elect your Elon benefit options, your elections remain in effect for the plan year (January 1 – December 31). Elon encourages you to review all your benefits and make selections wisely.

As an Elon employee, you are eligible for benefits if you are a regular, full-time employee. Most of your benefits are effective on the first day of the month following your date of hire.

You may enroll your eligible dependents for coverage once you are eligible. Your eligible dependents include:

- Your legal spouse/domestic partner
- Dependent children (as defined by each benefit plan)

## Who is an eligible dependent?

Eligible dependent(s): legal spouse, same or opposite sex qualifying domestic partner (see Elon University's domestic partner policy), dependent children and dependent children of same or opposite sex qualifying domestic partner.

Once your benefit elections become effective, they remain in effect until the end of the calendar year. You may only change coverage within 30 days of a qualified life event or during open enrollment.



### Learn More:

For more information about benefits offered by Elon University a complete benefit summary can be found on the Office of Human Resources Homepage at <http://www.elon.edu/e-web/bft/hr/>.



# Qualified Life Events



Faculty and staff members that experience a qualifying event are able to make changes to their plan elections within 30 days of that event. Employees should notify the Office of Human Resources and complete the necessary paperwork.

Provided below is a list of eligible qualifying events:

- Legal marriage, legal separation, divorce, or death
- Change in the same or opposite sex domestic partner status
- Gain or loss of an eligible dependent for reasons such as birth, legal adoption, placement for adoption, foster care, or death
- Dependent no longer satisfies eligibility requirements for reasons such as reaching the dependent child age limit
- Changes in the legal spouse's or domestic partner's employment affecting benefits eligibility
- Changes in the legal spouse's or domestic partner's benefits coverage with another employer that affects benefits eligibility
- Change in employee work status affecting benefits eligibility
- The employee enters and/or is discharged from military service
- Eligibility for enrollment in Medicare/Medicaid
- Children's Health Insurance Plan (CHIP) eligible



## Get Healthy, Wealthy and Wise

The university provides tools and information to help you make educated decisions about your health and your health care. The more you take good care of your health, the healthier we are as a group, which can reduce costs for all of us.

# Your Benefits



## Pre-Tax Advantage

Under the pre-tax premium plan, you pay medical, dental and vision contributions with pre-tax dollars. This means that your share of the cost is taken off the top of your gross pay before taxes are withheld. With this advantage, you save state, federal, and FICA taxes, which amounts to about 25% to 30% of the contributions, depending on your tax bracket.

Benefit	Who Pays	Tax Treatment
Medical & Prescription Coverage	Elon and Employee	Pre-tax
Dental Coverage	Employee	Pre-tax
Vision Coverage <ul style="list-style-type: none"><li>• Basic</li><li>• Buy-Up</li></ul>	Elon Elon and Employee	Pre-tax
Basic Life and Accidental Death and Dismemberment (AD&D) Insurance	Elon	N/A
Voluntary Term Life Insurance for Employee and Dependents	Employee	Post-tax
Long-Term Disability	Employee Only or Elon and Employee	Post-tax



# 2023 Employee Contributions



## Medical

	Plan A		Plan B		Plan C with HSA	
	Monthly	Bi-Weekly	Monthly	Bi-Weekly	Monthly	Bi-Weekly
Employee Only	\$162.92	\$75.19	\$285.19	\$131.62	\$98.59	\$45.50
Employee + Spouse/Domestic Partner*	\$447.46	\$206.52	\$810.83	\$374.23	\$308.23	\$142.26
Employee + Children	\$394.18	\$181.93	\$594.61	\$274.43	\$271.53	\$125.32
Employee + Family	\$532.68	\$245.85	\$995.66	\$459.54	\$366.95	\$169.36

## Buy-Up Vision

	Monthly	Bi-Weekly
Employee Only	\$13.93	\$6.43
Employee + Spouse/Domestic Partner*	\$18.39	\$8.49
Employee + Children	\$19.67	\$9.08
Employee + Family	\$31.45	\$14.52

## Dental

	Monthly	Bi-Weekly
Employee Only	\$42.84	\$19.77
Employee + Spouse/Domestic Partner*	\$77.87	\$35.94
Employee + Children	\$106.23	\$49.03
Employee + Family	\$149.11	\$68.82

## Long Term Disability

	Elon & Employee Share Cost
Monthly Salary	\$8.98
Bi-Weekly Hourly	\$4.14

## Dependent Life

	Monthly	Bi-Weekly
Plan A	\$8.24	\$3.80
Plan B	\$4.12	\$1.90

\* Single rate for domestic partner is post-tax, remainder of employee /family/ premium is pre-tax

# Medical Plans



The university offers a choice of medical plan options so you can choose the plan that best meets your needs – and those of your family. Your medical plan provider is Blue Cross Blue Shield of North Carolina (BCBSNC).

Plan Provision	Plan A		Plan B		Plan C with HSA	
	In-Network	Out-of-Network	In-Network	Out-of-Network	In-Network	Out-of-Network
<b>Elon Contribution to HSA</b> (Individual / Family)	N/A		N/A		\$500 / \$1,000	
<b>Annual Deductible</b> (Individual / Family)	\$700 / \$2,100	\$2,300 / \$6,900	\$300 / \$900	\$1,500 / \$4,500	\$1,500 / \$3,900	\$3,900 / \$11,700
<b>Out-of-Pocket Maximum</b> (Individual / Family)	\$5,500 / \$9,000	\$10,000 / \$20,000	\$3,500 / \$5,500	\$7,500 / \$15,000	\$6,300 / \$12,600	\$7,500 / \$15,000
<b>Lifetime Maximum</b>	Unlimited		Unlimited		Unlimited	
<b>Preventive Care</b>	100%	50%*	100%	60%*	100%	50%*
<b>Primary Physician Office Visit</b>	\$35	50%*	\$25	60%*	70%*	50%*
<b>Specialist Office Visit</b>	\$55	50%*	\$40	60%*	70%*	50%*
<b>X-Ray and Lab</b>	100%	50%*	100%	60%*	70%*	50%*
<b>MRI's, MRA's, CAT Scans, and PET Scans</b> **Please contact your provider to verify whether your procedure is billed as a copay.	70%*	50%*	80%*	60%*	70%*	50%*
<b>Inpatient Hospital Services</b>	70%*	\$250 / admission; 50%*	80%*	\$250 / admission; 60%*	70%*	50%*
<b>Outpatient Hospital Services</b>	70%*	50%*	80%*	60%*	70%*	50%*
<b>Telemedicine – Teladoc</b>	\$15 copay	Not Covered	\$10 copay	Not Covered	70%*	Not Covered
<b>Urgent Care</b>	\$55 copay	50%*	\$40 copay	60%*	70%*	50%*
<b>Emergency Room Care</b> (waived if admitted)	\$150 copay		\$100 copay		70%*	
<b>Retail Prescription Drugs</b> (30-day supply) • Tier 1 - Generic • Tier 2 - Brand Preferred • Tier 3 - Brand Non-preferred	\$12 copay \$45 copay \$90 copay	Not Covered	\$10 copay \$35 copay \$70 copay	Not Covered	70%* 70%* 70%*	Not Covered
<b>Mail Order Prescription Drugs</b> (90-day supply) • Tier 1 - Generic • Tier 2 - Brand Preferred • Tier 3 - Brand Non-preferred	\$24 copay \$90 copay \$180 copay	Not Covered	\$20 copay \$70 copay \$140 copay	Not Covered	70%* 70%* 70%*	Not Covered

*Specialty medications will need to be filled by Accredo.*

Important Notes: This is a summary of the benefits offered only. Please refer to the summary plan description for the full scope of coverage. In-network services are based on negotiated charges; out-of-network services are based on Reasonable & Customary (R&C) charges.

For Plan SPD's and Highlights please visit: <https://www.elon.edu/u/bft/hr/benefits/health-care-plans/>



# Medical Plan Programs & Resources



## Telemedicine – Teladoc

Telemedicine is a 24/7 service that provides access to board-certified doctors by mobile app, online video, or telephone. Whether you are at home, at work, traveling or you simply want a more convenient way to see a doctor, it is easy to use and available anytime, anywhere.

BCBSNC partners with Teladoc to provide Acute Care and Behavioral Health telemedicine services to you. Download the Teladoc app, visit [www.teladoc.com](http://www.teladoc.com), or call 1-800-835-2362 to set up your account.

## Livongo

BCBSNC partners with Livongo to offer a more effective way to manage Pre-Diabetes, Diabetes, and Cardiovascular issues.

The Livongo program offers personalized, actionable and timely support including:

- Lifestyle behavior change tools
- Expert health coaching
- Provider coordination
- Cellular-connected devices
- Personalized plans for reaching health goals

If you are interested in participating in this program, please contact BCBSNC.

## Nurse Support Condition Care

When you're managing a chronic condition, things can get complicated and overwhelming. BCBSNC can help you manage your condition. As you work with your primary care provider, the Nurse Support Program Condition Care also connects you to more tools, resources and care. And this program is available to you as a benefit of your health plan at no additional cost. To learn more, visit the Wellbeing section on [BlueConnectNC.com](http://BlueConnectNC.com) and click on Nurse Support Program. The program is available to members with conditions such as:

- Asthma
- Chronic Obstructive Pulmonary Disease (COPD)
- Congestive Heart Failure (CHF)
- Coronary Artery Disease (CAD)
- Diabetes
- Hypertension

## Member Services Website

The BCBSNC Member Services website is a way to manage medical benefits in an organized and efficient way. It is intended to help empower, educate and excite members to take charge of their health and use all the BCBS tools to achieve their goals. Visit [bcbsnc.com](http://bcbsnc.com) to register. Signing up will give you access to:

- View plan benefits to see how the plan will cover a particular service
- Review explanation of benefits to understand what the plan paid and what is the member's responsibility
- Understand out-of-pocket expenditures and see how much has been applied toward the annual deductible and co-insurance in that plan year
- Request a new ID card
- Find in-network doctors

## Blue Distinction Centers (BDCs)

The Blue Distinction program helps you find hospitals that deliver superior specialty care. Hospitals earn the distinction by meeting objective quality standards for patient safety and outcomes. To find a BDC near you, call the customer service number on the back of your member ID card. Or visit the Find a Doctor tool on [BlueConnectNC.com](http://BlueConnectNC.com) and use the "All Blue Distinction Programs" filter.

## Blue365 Discounts

Blue365 offers exclusive health and wellness deals, keeping you healthy and happy, every day of the year. Visit <https://www.blue365deals.com/how-it-works> for information on how to register for Blue365.

# Pharmacy Utilization Management



## What is Utilization Management (UM)?

Utilization management is a way for Blue Cross and Blue Shield of North Carolina (BCBSNC), to ensure that drugs are used in a safe, effective, and cost-efficient manner. This means that before you can receive a drug at the pharmacy, BCBSNC may require your provider to submit information about how and why a medication is used.

This information is reviewed by a team of physicians and pharmacists to ensure the most appropriate drug(s) are used to provide the best outcomes for our members.

UM is broken up into four different types or reviews: Exclusive Specialty, Prior Authorization, Step Therapy, and Quantity Limitations.

## Exclusive Specialty

Specialty medications will need to be filled by Accredo. To set up your Accredo account, call the number on the back of your ID card and be ready to give information about your prescription and doctor who prescribed it. Accredo will ship your specialty medicine and supplies via next-day delivery.

## Prior Authorization (PA)

Prior authorization means BCBSNC needs to ensure the requested medication meets your medical necessity criteria. Drugs which are identified for PA may:

- Have a use that has not been approved as safe and effective by the Food and Drug Administration (called Off Label use)
- Have specific testing requirements that your provider needs to conduct
- Have safety requirements that need to be confirmed

## Step Therapy (ST)

Step therapy requires trying another drug(s) before BCBSNC benefits will be available for the requested drug. Drugs which are stopped identified for ST may:

- Not be considered the first medication to use for the specific condition
- Treat the same condition as a lower cost medication

## Quantity Limits (QL)

Quantity limits are put in place to prevent too much of a drug being given when filled at the pharmacy. Drugs that have these limits:

- Have not been studied at higher levels
- May be dangerous at higher quantities
- Could be taken at a lesser amount of a higher strength (one 10mg tablet instead of two 5mg tablets)

When QL is in place, any quantity limit will be dispensed without BCBSNC requiring additional information.

Further details can be found at BCBSNC's Utilization Management site below:

[www.bluecrossnc.com/understanding-insurance/how-drug-benefits-work/prior-review-and-limitations](http://www.bluecrossnc.com/understanding-insurance/how-drug-benefits-work/prior-review-and-limitations).



# Plan C – High Deductible Health Plan with a Health Savings Account (HSA)



To better serve our diverse faculty and employee community, Elon University offers a High Deductible Health Plan (HDHP) with a Health Savings Account (HSA). The HDHP plan is administered through BCBSNC just as Plan A and Plan B; however, the HSA is administered through HealthEquity.

HDHPs are designed to give you more **control over how you spend** your health care dollars. You also have the opportunity to enroll in an HSA, a bank account that you may contribute to through pre-tax payroll deductions and withdraw from to pay for eligible out-of-pocket expenses.

You have the freedom to see any health care provider, including specialists, without a referral, although you will save money if you see in-network providers. This is especially important since instead of a copay, you will be paying the full cost of a doctor's visit or service until you satisfy your deductible. Once you meet the annual deductible, you will pay a lower coinsurance percentage when you use an in-network provider.

To encourage a healthy lifestyle and active management of your health, eligible preventive care services, such as routine physicals and well-woman exams, are covered at 100%. Some preventive care prescriptions will also be covered at 100%. All other services (including prescription drugs) are subject to the deductible before the Plan pays a portion of the cost. Once you meet the deductible, you and the Plan share the costs of your care (coinsurance).

## What is a Health Savings Account (HSA)?

A Health Savings Account is a tax-favored savings account created for the purpose of paying for eligible health care expenses if you enroll in the High Deductible Plan. The Health Savings Account is an account set up by you. It allows tax free withdrawals to pay for qualified medical expenses. Health Equity is the HSA administrator.

A Health Savings Account is an account you can contribute to on a pretax basis, usually through payroll deductions. The money in your HSA account is 100% vested and earns interest tax free.

## Who is eligible to participate in a Health Savings Account?

1. Under IRS guidelines, you must meet the following to enroll in an HSA:
  - Be covered under a High Deductible Health Plan
  - Not covered under other health insurance
  - Not enrolled in a Medical Flexible Spending Account (FSA) at all during the plan year or covered by a spouse's FSA
  - Not enrolled in Medicare or Tricare
  - Not another person's dependent
2. Employees who elect Plan C with the HSA cannot enroll in the Medical FSA for 2023.

For 2023, the university will fund the HSA with an annual contribution of \$500 for individual coverage and \$1,000 for family coverage (**HSA contributions are prorated for new hires**). You may contribute to an HSA up to the 2023 annual IRS limit (including employer contributions) for individual (\$3,850) or family coverage (\$7,750). Plan participants age 55 and older may make an additional (\$1,000) catch-up contribution. When calculating your annual contribution maximum, be sure to subtract the university's contribution.

You own your HSA and the account balance rolls over year-to-year.

For more information, please contact HealthEquity at 1-877-713-7682 or [www.myhealthequity.com](http://www.myhealthequity.com).

## Important Note

Due to IRS requirements of a High Deductible Health Plan, if you elect to participate in Health Plan C with the HSA, the services you can receive at Elon University's Faculty/Staff Health and Wellness Clinic may be limited and a \$40 copay may be charged based on Plan C cost guidelines. Please contact their office at 336-278-5569 if you have any questions about your eligibility status.

# Dental Plan



## Your Dental Coverage

Regular dental exams can help you and your dentist detect problems in the early stages when treatment is simpler and costs are lower. Keeping your teeth and gums clean and healthy will help prevent most tooth decay and periodontal disease, and is an important part of maintaining your medical health.

Your dental plan provider is Delta Dental NC.

### Remember:

**You always save money when you use an in-network provider.**

Benefit	PPO Dentist / Premier Dentist	Non-Participating Dentist
Deductible	PPO: \$0 Premier: \$50 / person Family Max: \$150	\$50 / person Family Max: \$150
Annual Maximum	\$1,650	
Diagnostic & Preventive Services		
Exams, Cleanings, Fluoride, and Space Maintainers	100%	100%*
Emergency Palliative Treatment	100%	100%*
Sealants	100%	100%*
Brush Biopsy	100%	100%*
Radiographs (X-Ray)	100%	100%*
Basic Services		
Minor Restorative Services	80%	80%*
Non-Surgical Periodontic Services	80%	80%*
Simple Extractions	80%	80%*
Other Basic Services	80%	80%*
Relines and Repairs	80%	80%*
Endodontic Services	50%	50%*
Surgical Periodontic Services	50%	50%*
Other Oral Surgery	50%	50%*
Major Services 6 Month Waiting Period (if no previous coverage)		
Major Restorative Services	50%	50%*
Prosthodontic Services	50%	50%*
Orthodontic Services		
Lifetime Maximum	\$1,000	
Orthodontia Services	50%	50%*
Orthodontia Age Limit	Up to age 19	

Dependent age limit – 19 years (26 years if FTS)

\*When you receive services from a Nonparticipating Dentist, the percentages in the column indicated the portion of Delta Dental's Nonparticipating Dentist Fee that will be paid for those services. This Nonparticipating Dentist Fee may be less than what your dentist charges, which means that you will be responsible for the difference.

For Plan SPD's and Highlights please visit: <https://www.elon.edu/u/bft/hr/benefits/dental-insurance/>



# Vision Plan



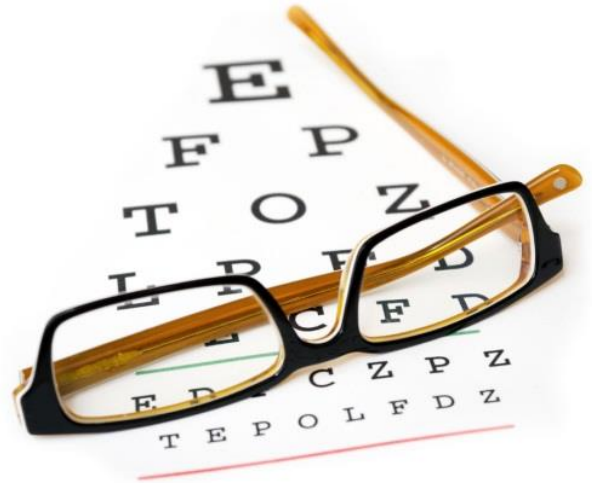
## Your Vision Coverage

The vision plan covers routine eye exams and also pays a percentage of the cost for glasses as well as frames or contact lenses (evaluation & fitting) if you need them.

Your vision plan provider is Vision Service Plan (VSP).

## Basic Plan

Benefit	In-Network	Out-of-Network
Exam every plan year	\$5 copay	Reimbursed up to \$50
Complete pairs of prescription glasses and lens options	20% discount	N/A
Contact Lens Exam (fitting & evaluation)	15% discount	N/A



## Buy-Up Plan

Benefit	In Network	Out-of-Network
Exam every plan year	\$5 copay	Reimbursed up to \$50
Contact Lens Exam (fitting & evaluation)	Up to \$60 copay	N/A
Lenses every plan year	\$10 copay (lens) Glass or plastic, single vision, lined bifocal, lined trifocal prescription lenses	Reimbursed: Single Vision: Up to \$50 Bifocal: Up to \$75 Trifocal: Up to \$100
Lens Option	Average of 35-40% discount	N/A
Frames every other plan year	\$150 allowance, plus 20% off the amount over your allowance	Reimbursed up to \$70
Contact Lenses (in lieu of lenses and frames)	Up to \$150 allowance	Reimbursed up to \$105

Dependent age limit – 19 years (26 years if FTS)

For Plan Highlights please visit: <https://www.elon.edu/u/bft/hr/benefits/vision-care/>

# Flexible Spending Accounts



Flexible Spending Accounts (FSAs) are designed to save you money on your taxes. They work in a similar way to a savings account. Each pay period, funds are deducted from your pay on a pre-tax basis and credited to a Medical and/or Dependent Care FSA. You then use your funds to pay for eligible medical or dependent care expenses. Elon offers two types of FSA's through Flores and Associates.

Account Type	Eligible Expenses	Annual Contribution Limits	Benefit
<b>Medical FSA</b>	Most medical, dental and vision care expenses that are not covered by your health plan (such as copayments, coinsurance, deductibles, eyeglasses, menstrual care products, and some over the counter medications)	Maximum contribution is \$3,050 per year  Funds are available 1/1	Saves on eligible expenses not covered by insurance; reduces your taxable income
<b>Dependent Care FSA</b>	Dependent care expenses (such as day care, after school programs or elder care programs) so you and your spouse can work or attend school full-time	Maximum contribution is \$5,000 per year  Funds are available on an accrual basis	Reduces your taxable income

## Important Information about FSAs

Your FSA elections are effective from January 1 through December 31. Both the Health Care FSA and Dependent Care FSA provide a 2 ½ month "grace period" during which funds from the prior year may be used for claims incurred up to March 15, with a submission deadline of March 31.

Please plan your contributions carefully. Any money remaining in your accounts after the claim submission deadlines will be forfeited. This is known as the "use it or lose it" rule and it is governed by IRS regulations. Note that FSA elections do not automatically continue from year to year; you must actively enroll each year.

## What Are the Advantages of an FSA?

With an FSA, the money you contribute is never taxed—not when you put it in the account, not when you are reimbursed with the funds from the account, and not when you file your income tax return at the end of the year.

Expense	Allowed?
<b>Birth Control Pills</b>	Yes
<b>Copays</b>	Yes
<b>Chiropractors</b>	Yes
<b>Diabetic Supplies</b>	Yes
<b>Prescription Drugs</b>	Yes
<b>Fertility Treatments</b>	Yes
<b>Late Fees</b>	No
<b>Physical Therapy</b>	Yes
<b>Student Health Fee</b>	No

Please Note: If you elect Health Plan C with an HSA, you are not eligible to participate in the Medical Flexible Spending Account.

For more information and a list of Qualified Expenses please visit: <https://www.elon.edu/u/bft/hr/benefits/flexible-spending-account/>  
Contact: 1-800-532-3327 or [www.flores247.com](http://www.flores247.com)

# Basic Life/AD&D and Optional Term Life



Life insurance is an important part of your financial security, especially if others depend on you for support. Accidental Death & Dismemberment (AD&D) insurance is designed to provide a benefit in the event of accidental death or dismemberment.

Lincoln Financial Group is the vendor for Life, AD&D & Long Term Disability (LTD).



## Basic Life Insurance

Available Coverage	
Employer Paid Life	3x base salary, rounded to the next higher \$1,000 to a maximum of \$1,000,000
AD&D	3x base salary, rounded to the next higher \$1,000 to a maximum of \$1,000,000
Age Reduction	If you work beyond 65, your coverage is reduced – 35% at age 65, an additional 15% at age 70
Conversion	At retirement or termination, you may convert to an individual plan within 31 days of termination

## Optional Life Insurance

Available Coverage	
Dependent Life Insurance – Spouse & Dependent Child(ren) / Domestic Partner	Available in the amounts of \$15,000 or \$7,500
Optional Term Life Insurance – You	Available in increments of \$10,000 to a maximum of \$200,000 or 5 times your annual base salary if less than \$200,000
Optional Term Life Insurance – Spouse / Domestic Partner	Available in increments of \$5,000 to a maximum of \$50,000 May not exceed 50% of employees coverage amount
Optional Term Life Insurance – Child(ren)	14 days – 6 months: \$250 6 months – 26 years: \$10,000

- You must enroll in the Optional Life program in order to enroll your eligible dependent.
- Premium for coverage amounts over \$50,000 are shown as imputed income on your W2.
- You do not have to answer medical questions when electing coverage for yourself or your dependent if coverage is elected when newly eligible.

For Plan Highlights please visit: <https://www.elon.edu/u/bft/hr/benefits/life-insurance-long-term-disability/>

# Long Term Disability Insurance



Your Long-Term Disability Insurance is through Lincoln Financial Group. The goal of the University's Long-Term Disability Insurance Plan is to provide you with income replacement should you become disabled and unable to work due to a non-work-related illness or injury.

Benefit	Available Coverage
<b>Long-Term Disability</b>	Provides a benefit of 70% of your base pay up to \$8,000 per month, rounded to the nearest \$1.

Hourly Example	Salary Example
<p>Sample (\$18.25 hourly rate)</p> <p>Premium 100% employee paid; disability income benefits, income tax-free. Calculation based upon salary and pay cycle. Bi-weekly: Hourly rate x 0.30</p> <p>LTD Premium 100% Employee paid. I understand that my disability benefit will be income tax free. \$5.84</p> <p>Premium split between employee and employer; percentage of any disability income benefits paid by employer is subject to income taxes. Employer paid portion is the difference between the premium below and the calculation based upon employee salary and pay cycle.</p> <p>Bi-weekly premium: \$4.14</p> <p>LTD Premium split between employee and employer. I understand that whatever portion of my disability coverage that I do not pay will be subject to income tax.</p>	<p>Sample (\$6,250 monthly salary)</p> <p>Premium 100% employee paid; disability income benefits, income tax-free. Calculation based upon salary and pay cycle. Monthly Salary: Monthly salary x 0.0037</p> <p>LTD Premium 100% Employee paid. I understand that my disability benefit will be income tax free. \$23.13</p> <p>Premium split between employee and employer; percentage of any disability income benefits paid by employer is subject to income taxes. Employer paid portion is the difference between the premium below and the calculation based upon employee salary and pay cycle.</p> <p>Monthly premium: \$8.98</p> <p>LTD Premium split between employee and employer. I understand that whatever portion of my disability coverage that I do not pay will be subject to income tax.</p>

\* If you waive coverage when it is initially offered but decide to elect coverage during open enrollment, you will have to complete an Evidence of Insurability form. Lincoln Financial will determine eligibility thereafter.





# Retirement Plan



Elon University's 403(b) retirement plan, Retirement Choice Plan (RC) (also referred to as "Elon University Defined Contribution Plan" or the "Defined Contribution Plan"), with Teacher's Insurance Annuity Association (TIAA) provides an opportunity for eligible participants to contribute a percentage (4%) of their annual base salary (pre-tax) with the university contributing a portion (8%) of the employee's annual base salary. Participation is mandatory for all active, full-time faculty/staff who have satisfied a one-year waiting period.

The university's plan allows for the waiver of the one-year waiting period if an employee is coming from an "eligible employer" and has participated in their retirement plan for at least one year. An eligible employer is defined as any educational organization, teaching institution or an institution of higher education. Please note that a Statement of Previous Participation must be completed in order to waive the waiting period.

All employees are eligible to participate in the Retirement Choice Plus (RCP) offered through TIAA (also referred to as the "Elon University Tax Deferred Annuity Plan" or the "Tax Deferred Annuity Plan"). Please note that this is a voluntary benefit. The university does NOT contribute to the TIAA Supplemental or ROTH plans.

## **For More Information**

More detailed information regarding TIAA can be found on the Human Resources website or on the TIAA investment choices website.

## **Human Resources Website**

<https://www.elon.edu/u/bft/hr/benefits/retirement/retirement-plan/>

## **TIAA Investment Choices Website**

[www.tiaa-cref.org/elon](http://www.tiaa-cref.org/elon)

## **403(b) Elective Deferral Limit**

The 403(b) contribution limit is \$22,500 for 2023. If you are age 50 or older, you may make an additional catch up contribution. The maximum catch up contribution is \$7,500.

# Supplemental Insurance



Aflac is your supplemental insurance provider. The representative you will be working with is Brandon Harvey. His phone number is 336-991-4590.

## Benefits offered by AFLAC:

- Accident
- Short Term Disability
- Cancer/Specified-Disease
- Hospital Confinement Indemnity
- Specified Health Event
- Lump Sum Critical Illness
- Hospital Intensive Care
- Dental
- Life
- Hospital Confinement Sickness Indemnity
- Vision
- Critical Care and Recovery (Specified Health Event)

Individual Policies	Highlights
<b>Short-Term Disability</b> <b>Policy Series A57600</b> In the case of illness or injury, it helps your employees maintain their standard of living and helps them pay bills.	<ul style="list-style-type: none"><li>• Selection of:<ul style="list-style-type: none"><li>• Monthly benefit amount</li><li>• Elimination period</li><li>• Benefit period</li></ul></li><li>• Benefits paid directly to your employees, unless they choose otherwise</li><li>• Benefits paid regardless of any other insurance</li></ul>
<b>Hospital Confinement Sickness Indemnity</b> <b>Policy Series A45000</b> Provides a physician feature that helps cover sickness, accident, and wellness visits in addition to the plan's basic sickness-only benefits	<ul style="list-style-type: none"><li>• Physician Visits Benefit</li><li>• Initial Hospitalization Benefit</li><li>• Major Diagnostic Exams Benefit</li><li>• Surgical Benefit</li><li>• Hospital Confinement Benefit</li></ul>

To view additional examples of benefits offered by Aflac please visit: <https://www.elon.edu/u/bft/hr/benefits/supplemental-insurance/>

Please visit [www.aflac.com](http://www.aflac.com) or call 1-800-992-3522 for more information.

# Home, Auto & Pet Insurance



## Home & Auto Insurance

As an Elon employee, you have access to home and auto insurance through Farmers GroupSelect. This program provides you with special savings, outstanding customer service, and a full suite of products to meet your diverse insurance needs. In addition to home and auto insurance, Farmers offers a variety of other policies including:

- Condo/renters
- Personal excess liability
- Boat
- Motorcycle
- RV
- Personal property

**Take advantage of special discounts and benefits that could save you hundreds – to get a quote call 1-800-438-6381 or visit <https://www.myautohome.farmers.com/>.**

## Pet Insurance

Elon cares about all of your dependents — even the four-legged ones. As part of your employer benefits, you can access MetLife Pet Insurance and have the option to cover multiple pets with our family plans.

MetLife Pet Insurance can help you worry less about the cost of veterinary care and help you feel confident that your dog or cat will remain happy and healthy for years to come.

### Flexibility

- Enroll up to three pets under one policy
- Customizable plan options
- Optional wellness coverage (preventive care) for all pets

### Coverage

- One annual limit that can be shared across all pets in the family plan
- One annual deductible per policy
- No per-pet coverage limits
- Up to 100% back on vet bills

**Get a quote or enroll today. Visit <https://www.metlife.com/getpetquote> or call 1 800 GET-MET8.**



# Employee Assistance Program



Elon provides an Employee Assistance Program (EAP) for faculty and staff through **MYgroup® McLaughlin Young**.

An EAP is a company-sponsored benefit that offers the support and resources you need to address personal or work-related challenges and concerns. It's confidential and free to you and your household family members. Help is available 24/7/365.

## Access Your EAP & Work-Life Services

There are two ways to access your EAP and work-life services: Call 800.633.3353 or Visit [mygroup.com](https://mygroup.com) | Click on My Portal Login | Work-Life | **Username: elonuniversity** | **Password: guest**

## Assessment and Counseling

Reasons to use the EAP include marital difficulties, parenting, stress, depression, work-related concerns, alcohol and drug use/abuse, grief and loss, or preventative. When employees and family members call the EAP, they are offered face-to-face, telephonic, or virtual counseling sessions in which a thorough assessment can be conducted by a licensed, experienced clinician in their area. EAP provides short-term, solution-focused therapy along with Work-Life resources.

## Online Services

- 7 content divisions: Parenting, Aging, Balancing, Thriving, Living, Working, and International
- Monthly online seminars with certificates of completion
- Searchable databases and resource links for child care providers, elder care and related services, adoption resources, attorneys, certified financial planners, pet sitting, private and public high schools and colleges, and volunteer opportunities
- Over 100 streaming audio files and 100 video files covering a range of health topics
- Savings Center: discount shopping program offering up to 25% discounts on name-brand items
- Relocation Center: an interactive program that allows users to preview communities across the U.S.

## Legal Services

- Free telephonic legal advice
- Free 30-minute appointment for legal consultation with a local attorney
- In most cases, 25% discount on ongoing legal services
- Legal forms available to download (such as wills, request for death certificate, etc.)
- Online legal encyclopedia
- Does not cover disputes or actions involving employer, EAP, or business issues

## Financial Services

- Free financial counseling appointments
- Issues addressed include bankruptcy, budgeting, buying a home, college savings, retirement planning
- Educational materials and financial worksheets provided prior to appointments
- 40 financial calculators available online
- ID theft recovery through credit monitoring
- Discounted credit reports



# Contact Information



	Contact	Phone Number	Website
Medical Benefits	Blue Cross Blue Shield of North Carolina	1-877-275-9787	<a href="http://www.bcbsnc.com">www.bcbsnc.com</a>
Telemedicine	Teladoc	1-800-835-2362	<a href="http://www.teladoc.com">www.teladoc.com</a>
Health Savings Account	Health Equity	1-877-713-7682	<a href="http://www.myhealthequity.com">www.myhealthequity.com</a>
Dental	Delta Dental	1-800-662-8856	<a href="http://www.deltadentalnc.com">www.deltadentalnc.com</a>
Vision	Vision Service Plan (VSP)	1-800-877-7195	<a href="http://www.vsp.com">www.vsp.com</a>
Flexible Spending Accounts	Flores and Associates	1-800-532-3327	<a href="http://www.flores247.com">www.flores247.com</a>
Life	Lincoln Financial	1-800-423-2765	<a href="http://www.lfg.com">www.lfg.com</a>
Disability	Lincoln Financial	1-800-487-1485	<a href="http://www.lfg.com">www.lfg.com</a>
Retirement	TIAA	1-800-842-2733	<a href="http://www.tiaa.org/public/index.html">www.tiaa.org/public/index.html</a>
Supplemental Benefits	AFLAC	1-800-992-3522	<a href="http://www.aflac.com">www.aflac.com</a>
Home & Auto Insurance	Farmers GroupSelect	1-800-438-6381	<a href="https://www.myautohome.farmers.com/">https://www.myautohome.farmers.com/</a>
Pet Insurance	MetLife	1-800-GET-MET8	<a href="http://www.metlife.com/getpetquote">www.metlife.com/getpetquote</a>
Elon Work – Life Resources	MYgroup	1-800-633-3353	<a href="http://www.mygroup.com">www.mygroup.com</a> Username: elonuniversity Password: guest
Office of Human Resources		1-336-278-5560	<a href="http://www.elon.edu/e-web/bft/hr/">http://www.elon.edu/e-web/bft/hr/</a>

## The Elon University Mobile Wallet

If you click this link <http://www.mymobilewalletcard.com/elon/> you will be directed to a mobile wallet card that lists all of Elon's benefit carriers for your convenience. Simply bookmark this site and you will have quick access to carrier phone numbers, websites, etc. 24/7.

Or, you can use the QR Code pictured at the right to access our new mobile wallet card.

- If you do not already have a QR scanner, open your phone's applications store, such as the App Store on the iPhone or the Android Market on an Android-based phone.
- Enter the term "QR reader" into the store's search box, and choose one of the scanners that comes up as a result. Your phone might have both free and paid options, so read the features carefully to find a QR scanner that suits your needs
- Download and install your chosen scanner on your phone. Start the app after it finishes installing.
- Hold the device with the camera toward the QR code. Follow any onscreen instructions if the app does not automatically scan the code. Some devices might require that you press the photo capture button or other feature to begin scanning.



Then you'll be taken to the mobile wallet card website!

# Notes



# Notes





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