

### HEALTH, DENTAL & VISION INSURANCES

Roswell Park offers a comprehensive insurance program to employees who are in a benefit-eligible status. Benefits are administered at Roswell Park and managed through the New York State Health Insurance Program (NYSHIP). Below is a brief outline of the health, dental and vision programs. Questions regarding these programs may be directed to a representative in Employee Benefits.

#### Health Insurance

Health insurance coverage begins eight (8) weeks following date of hire. Enrollment in health insurance through NYSHIP is optional. The use of participating providers with each plan will ensure the maximum benefit.

The “Choices” booklet lists the health insurance plans offered through NYSHIP. This book outlines the insurance plans that are available to benefit-eligible employees based on the county in which you reside and/or work.

Coverage and costs vary by plan, and Roswell Park pays a portion of the cost for coverage. The employee’s share of the premium is made via payroll deduction, on a pre-tax or after-tax basis. Employees will have the option to change their health insurance coverage each year during an option transfer period. The costs below represent the employee’s pre-tax/after-tax contribution made via biweekly payroll deduction. It is recommended that you compare the biweekly rates noted to the deductions in your paychecks and contact the Employee Services Office immediately with any issues or concerns.

| 2019 HEALTH INSURANCE RATES   |   |   |
|---|---|---|
| Health Insurance Carriers   | Individual Coverage   | Family Coverage   |
| Empire Plan<br>(Blue Cross & United Health Care)<br><br><u>Choice Booklet pages 16-25</u> | Grade 9 or Below: \$43.71<br><br>Grade 10 or Above: \$58.29 | Grade 9 or Below: \$192.68<br><br>Grade 10 or Above: \$229.33 |
| BCBS of WNY (Community Blue) <sup>1</sup><br><br><u>Choice Booklet pages 28-29</u>        | Grade 9 or Below: \$38.24<br><br>Grade 10 or Above: \$50.98 | Grade 9 or Below: \$164.10<br><br>Grade 10 or Above: \$195.49 |
| Independent Health <sup>1</sup><br><br><u>Choice Booklet pages 38-39</u>                  | Grade 9 or Below: \$37.36<br><br>Grade 10 or Above: \$49.81 | Grade 9 or Below: \$158.88<br><br>Grade 10 or Above: \$189.33 |

<sup>1</sup> Other HMO plans are available to employees who live outside the eight (8) counties of WNY. Please see NYSHIP Choice Book for these plans.

A “Summary of Benefits & Coverage” (SBC) is a simple and standardized comparison document required by the Patient Protection & Affordable Care Act (PPACA). To view a copy of the SBC for each NYSHIP plan, please visit [www.cs.ny.gov/sbc/index.cfm](http://www.cs.ny.gov/sbc/index.cfm). If you or your eligible dependents covered by NYSHIP do not have internet access and would like to request a copy, you may call 1-877-769-7477 (press 1 for the Medical Program). If you have coverage under other employer-sponsored group health, you may be eligible to participate in the NYSHIP Opt-Out Program. Please refer to the “Choices” booklet for more details.

### **Dental Coverage**

PEF employees are eligible for dental coverage to begin eight (8) weeks following your hire date. Coverage is provided through Emblem Health. There is no cost to the employee for this coverage. For additional information and a provider listing, visit the Emblem Health website at [www.emblemhealth.com](http://www.emblemhealth.com).

### **Vision Coverage**

PEF employees are eligible for vision coverage to begin eight (8) weeks following your hire date. Coverage is provided by Davis Vision. There is no cost to the employee for this coverage. For additional information and a provider listing, visit NYSHIP online at [www.cs.ny.gov](http://www.cs.ny.gov) to link to the custom Davis Vision site for the New York State Vision Plan.

### **Employee & Dependent Required Proofs**

Employees who enroll in health, dental and/or vision coverage must provide copies of the following documents for enrollees:

| <b>Self</b>  | <b>Spouse</b>  | <b>Domestic Partner</b>  | <b>Child Under Age 26</b>  |
|--|--|--|--|
| 1. Birth Certificate <u>or</u> Passport                    | 1. Birth Certificate <u>or</u> Passport  | 1. Birth Certificate <u>or</u> Passport  | 1. Birth Certificate <u>or</u> Passport  |
| 2. Social Security Card (and Medicare Card, if applicable) | 2. Social Security Number (and Medicare Card, if applicable)   | 2. Social Security Number (and Medicare Card, if applicable)                         | 2. Social Security Number  |
|  | 3. Copy of Marriage Certificate <u>and</u> , <i>if married &gt;1 year</i> , Proof of Current Joint Ownership or Financial Obligation (e.g. prior year’s tax return, current bank or mortgage statement, or homeowner’s policy) | 3. PS425 Domestic Partner Application and acceptable proof as defined in application | 3. For relationship of “Other,” PS457 Statement of Dependence and acceptable proof as defined in application |

## **RETIREMENT**

Roswell Park provides Management/Confidential (M/C) employees in some designated positions the choice between three (3) retirement plans. Full-time employees must choose one of the following three options within 30 days of their date of hire. Part-time employees may also participate in one of the following plans, but participation is not mandatory.

### **New York State & Local Employees' Retirement System (NYSERS)**

The New York State & Local Employees' Retirement System (NYSERS) is a defined benefit plan that uses a formula based on an employee's years of service, age at retirement, and final average salary to calculate the retirement benefit. Employees enrolled in NYSEERS on or after April 1, 2012, belong to Tier 6. Employee contributions are deducted on a pre-tax basis from their biweekly paychecks for the length of their service. Effective April 1, 2013, the contribution rate for Tier 6 employees is variable based on salary. The variable contribution rates are as follows:

| <b>Annual Wage</b>       | <b>Contribution Rate</b> |
|--------------------------|--------------------------|
| \$45,000 or less         | 3%                       |
| \$45,000.01 to \$55,000  | 3.5%                     |
| \$55,000.01 to \$75,000  | 4.5%                     |
| \$75,000.01 to \$100,000 | 5.75%                    |
| More than \$100,000      | 6%                       |

After 10 years of creditable service, an employee is considered vested and has earned the right to receive a pension even if the employee should separate from employment from Roswell Park. Employees who separate before completing 10 years of full-time service may also choose to withdraw or roll over their contributions.

For enrollees, you will be receiving a welcome packet from the NYSEERS shortly after your membership date. More information may also be obtained online at [www.osc.state.ny.us/retire](http://www.osc.state.ny.us/retire).

### **New York State Voluntary Defined Contribution Plan (NYSVDC) – 401(a)**

The New York State Voluntary Defined Contribution Plan (NYSVDC) is a retirement plan that is based on the amounts contributed by the employer and the employee, as well as the success of the investments. Employee contributions are deducted on a pre-tax basis from employees' biweekly paychecks for the length of their service. The employee contribution rate is variable based on annual gross salary up to the defined legal limit. The variable contribution rates are as follows:

| <b>Annual Gross Salary</b> | <b>Contribution Rate</b> |
|----------------------------|--------------------------|
| \$75,000                   | 4.5%                     |
| \$75,000.01 to \$100,000   | 5.75%                    |
| More than \$100,000        | 6%                       |

Roswell Park contributes 8% of the employee's gross salary (up to the defined legal limit). Employees are fully vested in the NYS VDC after 366 days from date of hire. There are currently four investment providers under the NYS VDC plan: TIAA, Fidelity, VOYA and VALIC. More information may also be obtained online at [www.retirementatwork/suny](http://www.retirementatwork/suny).

### **SUNY ORP – 401(a)**

The SUNY ORP (Optional Retirement Plan) is a defined contribution plan that is based on the amounts contributed by the employer and the employee, as well as the success of the investments. Employee contributions are deducted on a pre-tax basis from employees' biweekly paychecks for the length of their service. The employee

contribution rate is variable based on annual gross salary up to the defined legal limit. The variable contribution rates are as follows:

| <b>Annual Gross Salary</b> | <b>Contribution Rate</b> |
|----------------------------|--------------------------|
| \$45,000 or less           | 3%                       |
| \$45,000.01 to \$55,000    | 3.5%                     |
| \$55,000.01 to \$75,000    | 4.5%                     |
| \$75,000.01 to \$100,000   | 5.75%                    |
| More than \$100,000        | 6%                       |

Roswell Park contributes 8% of the employee’s gross salary (up to the defined legal limit). After seven (7) years of employment, Roswell’s contribution increases to 10% for the length of the employee’s service. Employees are fully vested in the SUNY ORP after 366 days from date of hire. There are currently four investment providers under the SUNY ORP plan: TIAA, VOYA, VALIC, and Fidelity. Additional plan information is available at [www.tiaa.org/suny](http://www.tiaa.org/suny).

**If you choose to participate in the NYS VDC 401(a) plan or the SUNY ORP 401(a), you will need to complete the “Acknowledgement of Waiver of Membership in NYSERS” form.**

**Deferred Compensation Plan 457 (b)**

The New York State Deferred Compensation Plan (NYSDCP) is a State-sponsored voluntary retirement savings plan. All employees have the option to participate in the NYSDCP 457(b). If you have an existing 401(k) or 403(b) plan, you have the option to rollover your funds into this plan. Employees may elect to contribute a flat dollar amount or a percentage of their gross wages to be deducted pre-tax or after-tax from their biweekly paychecks. The minimum deferral cannot be less than 1% of the employee’s gross salary or less than \$10 per pay period. Employees may cancel or change their deferral amounts at any time by completing a deferral change form. The deferral limit for contributions is determined annually by the Internal Revenue Service. The Age 50 and Over Catch-Up provision allows participants who are age 50 and over or who will become 50 during the calendar year to make additional contributions. Please visit the NYSDCP website at [www.nysdcp.com](http://www.nysdcp.com) for additional information.

**TIAA Tax-Deferred Annuity Plan 403 (b)**

Select employees may also choose to contribute to TIAA Tax-Deferred Annuity Plan 403(b) plan up to the defined legal limit set by the Internal Revenue Service. Employees may elect to contribute a flat dollar amount or a percentage of their gross wages to be deducted pre-tax or after-tax from their biweekly paychecks. Employees age 50 and over may also make additional catch up contributions as permitted by the IRS. Enrollment into the TIAA 403(b) account may be completed online at [www.tiaa.org/roswellpark](http://www.tiaa.org/roswellpark).

**EXECUTIVE DISABILITY & LIFE BENEFITS**

**Disability Insurance**

Each member of the Practice Plan who works a minimum of 24 hours per week in a benefit eligible position is provided with Long-Term Disability Insurance in an amount equal to 60% of their total salary up to a maximum of \$20,000 per month. This benefit is considered a “contributory plan” which means that the employee is taxed annually on the total premium paid on his/her behalf; there is no premium cost to the plan member. In the event a claim is filed, benefits paid are considered pre-taxed income.

## **Life Insurance**

Each member of the Practice Plan that works a minimum of 24 hours per week in a benefit eligible position is provided with Term Life Insurance in the amount of 1x their basic, annual earnings up to a maximum of \$50,000 at no cost to the plan member.

## **Accidental Death & Dismemberment**

Accidental Death & Dismemberment pays your beneficiary a death benefit if you die due to a covered accident while you are insured. It also pays you a benefit for certain accidental injuries including losses that occur away from or at work.

## **OTHER BENEFITS**

### **Income Protection Plan**

The Income Protection Plan is a disability insurance program that partially replaces income for employees who are unable to work due to maternity, illness or injury. There are two components: the Short-Term Disability Plan (STD) and the Long-Term Disability Plan (LTD). Roswell Park pays the full premium; there is no employee contribution.

### **M/C Life Insurance Plan**

New M/C employees have the option of enrolling in a term life insurance program during the first six (6) bi-weekly pay periods after their first day of employment. Employees who enroll or increase coverage after this time will be required to complete a medical questionnaire and may be required to undergo a physical examination. Premiums are paid through payroll deduction.

### **Flexible Spending Accounts**

The Flex Spending Account (FSA) is a valuable employee benefit that allows employees to pay for eligible health care and dependent care expenses with pre-tax money. Under this program, there are two benefits:

- The Health Care FSA allows you to set aside up to \$2,650 in pre-tax salary to pay for out-of-pocket medical expenses for you, your spouse and any tax dependents. Your coverage will begin 60 days after you enroll in the plan.
- The Dependent Care FSA allows you to set aside up to \$5,000 in pre-tax salary for out-of-pocket childcare and/or elder dependent care expenses. Enrollees are eligible for an employer contribution, and the amount contributed is based on an employee's salary.

Employees must use all the money in their account by the end of the calendar year. Money does not roll over into the new plan year. As a new hire, you have 60 days from your date of hire to enroll at [www.flexspend.ny.gov](http://www.flexspend.ny.gov) or by calling 1-800-358-7202. Once enrolled, you may contact our plan administrator, FBMC, for more information at 1-800-342-8017 or visit their website at [www.myfbmc.com](http://www.myfbmc.com).

### **New York's 529 College Savings Program**

The 529 college savings program is a tax-advantaged savings plan offered through New York State that can help you save for college tuition, certain room-and-board expenses, books, supplies, and other qualified higher-education expenses. For more information or to enroll in the program, please call 1-800-420-8580 or visit their website at [www.ny529atwork.com](http://www.ny529atwork.com).

### **Corporate Transit Pass Program**

The Corporate Transit Pass program is a money-saving transportation benefit which allows employees to buy transit passes with pre-tax dollars. In participating, employees receive a \$20.00 reduction to the cost of the NFTA transit pass which brings the **pre-tax** employee cost down to \$55.00 per month. The enrollment form must be submitted to the Employee Benefits Office by the 5<sup>th</sup> of the month prior to when the transit pass is needed. For example, those wishing to receive a pass for September 2018 must submit their form to Employee Benefits by August 5, 2018.

\*Employees who are over the age of 65 and/or are disabled are eligible for a reduced rate of \$45.00 per month. Approval for this discounted rate must be obtained through the NFTA. Applications for this benefit may be made by submitting a completed Reduced-Fare Application to the NFTA at: NFTA-Metro Reduced Fare Program, 181 Ellicott Street, Buffalo, New York 14203. For additional information for the Reduced Fare Program please contact the NFTA at 716-855-7216.

### **Pre-Tax Salary Conversion Plan**

Under the Medical Premium Salary Conversion Plan, all employees who participate in the health insurance program will have their bi-weekly premium health insurance contribution deducted on a "pre-tax" or "post-tax" basis. Pre-tax means that the deduction is taken from your paycheck before taxes are calculated, thereby reducing your taxable income and increasing your spendable income. Post-tax means that the deduction is taken from your paycheck after taxes are calculated.

Election of pre-tax deductions does place restrictions on what changes you can make to your coverage during the plan year. Under this plan, IRS regulations require Roswell Park to take a fixed pre-tax contribution toward your coverage throughout the entire plan year unless a qualifying event occurs. This means, that without a qualifying event, you cannot voluntarily cancel coverage or change from family to individual coverage (unless you no longer have any eligible dependents). Any changes requested following a qualifying event must coincide with that qualifying event and the Employee Benefits office must be notified within 30 days of a qualifying event.

Employees who want additional flexibility with their health insurance may want to consider having their deduction taken on a post-tax basis. This means that deductions are taken from your check after taxes, thus you do not receive a tax break on your health insurance deduction. Employees who may want to make changes to their level of coverage throughout the year without having a qualifying event may want to consider this option.

If you would like to have your health insurance premium deducted on a post/after-tax basis, you will need to make this election upon enrollment in coverage or during the Annual Open Enrollment Period.