

2023 Employee Benefits Orientation

An overview and highlights of the benefits package offered to benefiteligible WSU employees

Updated November 2022

WSU

- Introduction and Common Questions
- Medical Plans
- Pre-tax Spending Arrangements
- Dental Plans
- Life and Accidental Death & Dismemberment Insurance
- Long Term Disability Insurance (LTD)
- Additional Benefits and Resources

Public Employees Benefits Package



Know these names

The Public Employees Benefits Board (PEBB) provides the Washington State employee benefits package, which is administered by the Health Care Authority (HCA).

HCA will send periodic mailings in regards to Open Enrollment periods, dependent eligibility, and various other topics.

Detailed plan information and resources can be found at $\underline{\text{hca.wa.gov/pebb}}$



WSU

Resources

- PEBB Employee Enrollment Guide
- WSU Benefits: hrs.wsu.edu/benefits
- HCA PEBB: hca.wa.gov/pebb
 Language Access
- WSU Insider: news.wsu.edu
- Email Forwarding: Contact your department
- Workday: workday.wsu.edu
- JIRA Service Desk: support.workday.wsu.edu



Commo	n C	lues	stio	ns
	Abo	out	Ber	nefits



When does basic coverage begin? Generally, the first of the month following your date of hire. Exception: if you start on the first working day of a month, your benefits will be effective on that date. • Coverage will retroactively go into effect once elections are processed. Retroactive premiums will be deducted back to the coverage effective date. - If elections are submitted before your due date but after your $% \left(1\right) =\left(1\right) \left(1\right) =\left(1\right) \left(1\right) \left$ effective date, you will be covered, but may not yet reflect as covered when you seek services. Who can I cover on my plans? Spouses/State Registered Domestic Partners · Biological, step, adopted, and • Lawful Spouses children under legal obligation • Same-Sex Registered Domestic • Up to age 26, regardless of student or IRS dependent status Partners from other states/ countries · Disabled children, incapable of Opposite-sex Registered self-support, may be able to be Domestic Partners (one partner carried beyond age 26 must be at least age 62) WSU When will I get my ID cards?

Medical ID cards are sent out about 2-3 weeks after your elections are

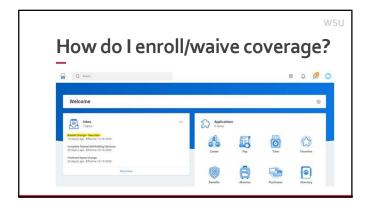
Please note: You will not receive separate vision ID cards, or dental ID cards

submitted.

• Employee ID cards are sent first

· Dependent ID cards are sent in a separate mailing

from Uniform Dental or Willamette Dental.



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What if I have other PEBB coverage?

PEBB does not allow dual enrollment within the Washington State PEBB network. If you are already enrolled in PEBB coverage as a dependent under a spouse, state-registered domestic partner, or parent's plan, you may choose to:

Waive WSU medical coverage, and stay enrolled as a dependent on your current medical plan. You
must be removed from your current dental coverage to enroll in your own PEBB dental account.

OR

 Enroll in WSU PEBB medical and dental coverage under your own account, and be removed from your current medical and dental coverage.

*If you are enrolled in PEBB as a dependent currently, please notify our office so we can coordinate as necessary.

WSU

What if I have other SEBB coverage?

SEBB does not allow dual enrollment with the Washington State PEBB network. If you are already enrolled in SEBB coverage as a dependent under a spouse, state-registered domestic partner, or parent's plan, you may choose to:

- Waive PEBB medical and dental coverage, and stay enrolled as a dependent on your
 Gurrant SEBB plans.
- Enroll in PEBB coverage under your own account, and be removed from your current SEBB coverages.

*If you are enrolled in SEBB as a dependent currently, please notify our office so we can coordinate as necessary.

WSU What if I have other coverage? If you are covered through a Marketplace Plan (WA Health Benefit Exchange, Apple Health), you may no longer be eligible to receive the subsidy or plan. Contact the Administrator as soon as possible. Apple Health If you are covered as a dependent through another **private employer**, you may waive WSU medical (dental can only be waived through SEBB coverage) and stay enrolled on your current plan. You may also enroll in WSU medical and be double-covered.

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When can I make changes?

During Special Open Enrollments:

- Defined as a Special Open Enrollment Event
- Must request change within 60 calendar days of the event
- Delay in submission will result in delay in coverage or the inability to make the change

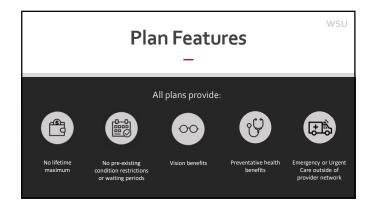
During Annual Open Enrollment:

- Each month of November
- Changes effective January 1 of the following year

Medical Plans For 2023



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Medical Premium Surcharges

 ${\it Subscribers\,may\,be\,subject\,to\,these\,monthly\,medical\,premium\,surcharges:}$

- Tobacco Surcharge: \$25 per account monthly surcharge if the subscriber or any medically covered family member uses tobacco products
- Spousal Surcharge: \$50 per account monthly surcharge if a subscriber enrolls a spouse/partner who has declined their own comparable employer-based coverage to enroll through WSU
 - Does not apply if spouse/partner is waiving PEBB coverage, does not have coverage available through their employer, is enrolled through their employer's plan (WSU coverage as secondary), or if the plans offered by their employer are not minimally comparable to UMP Classic.

Medical Plan Options

Varying deductibles–Varying networks

Kaiser WA Value

Uniform Medical Plan Kaiser WA CDHP (HMO)

Individual coverage comparison WSU \$175 KPWA Value \$250 \$1128 Mid-range KPWA SoundChoice \$125 Strong coverage, limited availability KPWA CDHP Low premiums, HSA \$300 UMP Classic \$250 \$2000 \$1164 \$125 UMP Select \$708 \$3500 Mid-range Low premiums, HSA UMP CDHP \$348 KPNW Classic \$300 \$2000 Good coverage, limited availability Limited to Clark & Cowlitz counties + much of Oregon Low premiums, HSA KPNW CDHP \$300

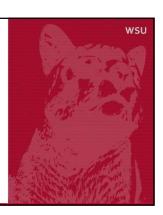
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Managed Care Plans (HMO)

Managed Care Highlights - Kaiser WA & NW

- Must seek services within the Network no out of network coverage (except for emergency or urgent services)
- Designate a Primary Care Provider (PCP)
- Referral is needed for specialty services
- Network is limited to the Northwest



Preferred Provider Organizations (PPO)

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PPO Plan Highlights- Uniform Medical Plan Classic and Select

- Administered by Regence Blue Shield
- In and out of network services
- Worldwide network coverage
- No referral necessary for Specialty Care

SPECIAL NOTE: If you are in the US on a J1 Visa, you cannot sign up for the Uniform Select Plan as the deductible is over \$500.



Accountable Care Plans

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Accountable Care Plan Highlights- UMP Plus and Kaiser WA Sound Choice

- Limited availability- select counties only
- HMO and PPO options
 - PPO: In and Out of network coverage, network is very limited and out of network coverage is minimal
 - HMO: In network services only



Consumer Directed Health Plans (CDHP)

CDHP Plan Highlights- UMP and Kaiser

- High-deductible health plans paired with Health Savings Accounts (HSA)
- HMO and PPO options

 - PPO: In and out of network coverage- Uniform
 HMO: In network services only (except emergency and urgent care)- Kaiser WA & NW
- Preventative Services covered at 100% in network
- All other services apply to the deductible

SPECIAL NOTE: If you are in the US on a J1 Visa, you cannot sign up for a CDHP as the deductibles are over \$500.



Health Savings Accounts (HSA)

- Pg. 33

 Tax-exempt medical savings account that is automatically established for you when you enroll in a CDHP
- Tax-free funds can be used to pay for IRS qualified out-of-pocket healthcare expenses
 - · Must be declared on taxes
 - Keep receipts in event of an audit
- $\bullet \ \ \, \text{Pay for your own expenses or the expenses of any tax dependents, even if they aren't on the plan}$
- Balance grows tax-free year over year, investment options may be available past a certain
- After age 65 funds can be withdrawn as taxable income with no IRS penalties when used for non-healthcare related expenses. If used for health-related expenses, withdrawals remain tax-free.
- · Multiple use options- debit card, online Bill Pay, reimbursement

HealthEquity

Health Savings Accounts (HSA)

2023 Annual Contribution Limits

	Plan Automatic Employer Contribution Maximum C		Maximum Contribution Limit
	Employee Only	\$58.34/month, \$700.08/year	\$3,850/year
Ī	Family Coverage	\$116.67/month, \$1,400.04/year	\$7,750/year

- Those ages 55 and over can contribute an additional \$1000 per year
- Annual limits are per household, and include both employee and employer contributions, as well as the SmartHealth Wellness Incentive
- Employer contributions are deposited at the end of each month

HealthEquity

WSU CDHP vs. Traditional Plan Comparison Annual EE Premium \$348 Annual Deductible \$1500 \$250 ER Contribution to Savings Account \$700 \$0 \$1620 - \$348 = \$1272 EE could contribute this amount to HSA, and have the same out-of-pocket outlay as they would have had in a low deductible plan. PLUS, the HSA is something they can utilize now and in the future. Savings in EE Premiums with a CDHP (\$1500 deductible - \$700 ER con -\$1272 EE con = deductible more than covered) (51500 deductible - 5700 ER con -51272 EE con = deductible more than covered. - Both allow for tax-free contributions for medical expenses. - HSA funds roll forward, and can be used as retirement funds in the future. FSA are an annual benefit only, with a partial carryover. - FSA is available for full use as of January 1; HSA must be contributed to before it can be used HSA vs. Medical FSA

HSA Exclusions	
You cannot enroll in a CDHP + HSA if:	
You are enrolled in Medicare, Part A or B, or Medicaid	
You are enrolled in another medical plan that is NOT a qualified High Ded (spouse, partner, or parent's plan)	uctible Plan
You or your spouse/partner are enrolled in a VEBA Medical Expense Plan- limited use plan	- unless it is a
You have TRICARE coverage	
You or your spouse contribute to a Medical FSA or HRA, unless it is a limit	ed purpose plan
You are claimed as a dependent on someone else's tax return	
exclusions may apply. Check IRS Publication 969 – Health Savings Accounts and Other Tax-Favored	Health Equity

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WSU **Vision Coverage** Kaiser WA Classic \$15 Yes No You pay any amount over \$150 every 24 months for frames, lenses, and contacts combined. Kaiser WA Value \$30 Yes No *Coverage listed here is for those ages 19 and up; **ages 18 and under are** 15% Kaiser WA CDHP 10% Yes No covered at 100% You pay any amount over \$150 every 24 months for frames, lenses, and contacts combined. \$25 No No Kaiser NW CDHP \$20 Yes UMP will cover one pair of lenses and up to \$80-150 for frames every two calendar years, or up to \$150 for contact lenses in lieu of glasses. UMP Classic No No \$0; \$30 copay for contact lens exam and fitting fee UMP Select UMP CDHP No No No

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Medical Flexible Spending Arrangement (FSA)

Pgs. 55-56

- Pre-tax account compatible with low-deductible plans (Classic, Value, Accountable Care, Select, and waiving coverage) that can help diffuse the impact of out-of-pocket medical expenses
- Deductibles, copayments, dental, vision, Rx, and more
- Minimum annual election: \$120
- Maximum annual election: \$2,850
- · Account is front loaded
- Must re-enroll each year during Open Enrollment (November)
- Up to \$570 of unused funds can be rolled over to the next year
- Debit Card and online bill pay available

*Not compatible with CDHP/HSA



Limited Purpose Flexible Spending Arrangement (FSA)

- Pre-tax account compatible with all plans (including CDHPs) that can help diffuse the impact of out-of-pocket dental and vision expenses only
- · Annual election limits:
 - Minimum annual election: \$120
 - Maximum annual election: \$2,850
- · Account is front loaded
- Must re-enroll each year during Open Enrollment (November)
- Up to \$570 of unused funds can be rolled over to the next year
- Debit Card and online bill pay available



Dependent Care Assistance Program (DCAP) – Pgs. 56-57

WSU

- Pre-tax account that can help you pay for qualifying child or elder care expenses while you (and spouse/partner) work, look for work, or attend school full time
- Maximum annual election limit: \$5000
 - Single or married filing jointly: \$5000
 - Married filing separate: \$2500 each
- Must re-enroll each year during Open Enrollment (November)
- Money must be in the account to be reimbursed; account is not front-loaded
- Use-it-or-lose-it account be conservative
- Submit claims online or via paper
- Administered by Navia Benefit Solutions
- * Note: DCAP enrollees are not eligible for dependent care tax credit.



Dental Plans



Uniform Dental Plan (PPO)

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Annual Maximum	You pay any amount over \$1,750			
Annual Deductible	\$50/person or \$150/family			
Feature	PPO Dentist in WA PPO Dentist Out- Non-PPO Dent in WA			
Preventive	You pay:			
Not subject to deductible	0%	10%	20%	
Basic Services fillings, perio/endo	20%	20%	30%	
Major Services crowns, dentures	50%	50%	60%	
Orthodontia	50% until plan pays \$1,750, then any remaining amount in member's lifetime			
Non-surgical TMJ	30% until plan pays \$500, then any remaining amount in member's lifetime			

Pgs. 45-46

- WSU pays the full dental premium for employees and enrolled dependents
- unless you are covered through SEBB
- All Plans offer preventative services at no cost, in network

Willamette Dental & DeltaCare (HMO)

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Annual Maximum	None
Annual Deductible	None
Feature	You Pay
Fillings	\$10 - \$50
Root Canals (Endodontics)	\$100 - \$150
Periodontic Services	\$15 - \$100
Crowns	\$100 - \$175
Dentures	\$140 for complete upper or lower
Orthodontia	Up to \$1,500 copay per case
Non-surgical TMJ	30% of costs, then any amount after plan has paid \$1000 per year, then any amount over \$5000 lifetime

Pgs. 45-46

- WSU pays the full dental premium for employees and enrolled dependents
- You cannot waive dental unless you are covered through SEBB
- All Plans offer preventative services at no cost, in network

*DeltaCare pediatric coverage is 100%, less applicable copays

Life and AD&D Insurance



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Basic Life and AD&D Insurance

Pgs. 47-51

 $Life \ and \ AD\&D \ are financial protection policies for you \ and your \ dependents in the \ event \ of \ a \ life-ending \ medical \ condition \ or \ accident.$

Basic Life and Accidental Death & Dismemberment (AD&D) Insurance:

 $WSU\ provides\ a\ \$35,000\ life\ plus\ \$5,000\ AD\&D\ policy\ at\ no\ cost\ to\ employee. This is\ Term\ Life\ Insurance,\ which\ means\ that\ it\ is\ contingent\ upon\ the\ employer/employee\ relationship.$

- Employees are given options to port/convert their WSU coverage to individual policies with MetLife upon employment separation.
- Term plans have no cash value, compared to Whole Life plans which may be cashed out.



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Supplemental Life Insurance

Supplemental Life Insurance may be purchased in increments of \$10,000 for employees, and \$5,000 for spouses/partners and children.

- Within first 31 days of hire you can purchase up to \$500,000 without providing Statement of Health. Anything over \$500,000 or outside of 31-day window requires a Statement of Health.
- For a spouse/partner you may purchase up to half the amount that you purchase for yourself in optional coverage. Anything over \$100,000 or outside of 31-day window requires a Statement of Health.

	Maximum Coverage Amounts
Employee	\$1,000,000
Spouse/Partner \$500,000 or half of EE cove	
Child	\$20,000



Supplemental AD&D Insurance

Supplemental AD&D Insurance may be purchased in increments of \$10,000 for employees and spouses/partners, and \$5,000 for children.

• No Statement of Health is required as this is coverage for death or dismemberment that is accidental in nature.

Maximum Coverage Amoun	
Employee	\$250,000
Spouse/Partner	\$250,000
Child	\$25,000



MetLife

Life and AD&D Premiums Monthly rates per \$1000 of coverage Optional Life- Employee and Spouse Age Non-tobacco user Tobacco User < 25 \$0.030 \$0.039 \$0.124 \$0.046 25-29 \$0.033 30-34 \$0.036 \$0.060 35-39 \$0.045 \$0.069 Employee/Spouse \$0.019 40-44 \$0.067 \$0.077 45-49 \$0.097 \$0.117 50-54 \$0.151 \$0.179 \$0.282 \$0.334 \$0.432 \$0.508

\$0.978

65-69

\$0.798

\$1.190

Cost/Benefit Breakdown

WSU

Non-smoker, age 37				
Plan	Benefit Amount	Monthly Premium		
Employee Basic Life	\$35,000	\$0		
Employee Optional Life	\$500,000	500 x 0.045 = \$22.50		
Spouse Optional Life	\$100,000	100 x 0.045 = \$4.50		
Child Optional Life	\$10,000	10 x 0.124 = \$1.24		
Employee Basic AD&D	\$5,000	\$0		
Employee Optional AD&D	\$250,000	250 x 0.019 = \$4.75		
Spouse AD&D	\$250,000	250 x 0.019 = \$4.75		
Child AD&D	\$25,000	25 x 0.016 = \$0.40		
Total Coverage	\$1,175,000	\$37.34		

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Life and AD&D Considerations

- Is anyone financially dependent on you (or vice versa)?
- What costs would become a burden if you or someone you depend on passed away?
 - Outstanding bills, medical expenses, funeral costs
 Mortgage, debts
 College
- Accidents and changes in health can happen to anyone
- $\bullet \quad \text{MetLife processes are generally separate from the rest of your benefits (not in Workday)}$
 - MetLife MyBenefits portal after initial enrollment
 - hrs.wsu.edu/life-insurance



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Life and AD&D Insurance



Additional coverage can be requested at any time.

- If you'd like to request additional life insurance coverage outside of your initial 31-day election window, you can do so at MetLife's MyBenefits Portal or by completing a new Enrollment and Statement of Health form and submitting it to MetLife.
- Requests are reviewed by MetLife, and employees are contacted by MetLife for additional information and with the final decision of approval or denial.



MetLife





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Long Term Disability (LTD) – Pgs. 52-54

Long Term Disability (LTD) insurance is designed to help protect you from the financial risk of lost earnings due to serious illness or injury. It pays a percentage of your monthly earnings if you become disabled.

How it works:

Benefits begin to be paid out at the end of your 90-day waiting period, or when your accrued sick leave balance would be depleted, whichever is longer.

Benefits continue to be paid until you are no longer disabled, reach the maximum benefit period, or reach normal retirement age, whichever is first.

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Long Term Disability (LTD)

Employer Paid/Basic LTD (no cost to you):

- 90-day waiting period
- \$100 \$240 a month benefit (taxable)

Employee Paid/Supplemental LTD (associated premium):

- · 90-day waiting period
- 50-60% non-taxed benefit, covering the first \$16,667 of your pre-disability monthly earnings
- Additional retirement contributions and/or benefit payment based on retirement plan and length of disability
- Available without Evidence of Insurability (EOI) during your first 31 days of employment

Please note: As of January 1, 2020, Washington State Paid Family and Medical Leave (PFML) is available to cover the first 90 days of most disabilities. For more information, visit paidleave.wa.gov or contact WSU Disability Services.

LTD Premiums

Coverage Level	WSURP	TRS, PERS, other plans
60%	0.59%	0.47%
50%	0.35%	0.28%

* This will show	on vour	navslin as	"OPT'L ITD"

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Premiums & Benefit Payout Examples:

Retirement Plan	Monthly Income	Coverage Level	Monthly Premiums	Benefit Payout
WSURP	\$4.000	60%	\$23.60	\$2,400
WJUKF	34,000	50%	\$14.00	\$2,000
DRS	\$2,500	60%	\$11.75	\$1,500
DK3	\$2,300	50%	\$7.00	\$1,250

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LTD Considerations

- How long could you live without your salary if you were medically unable to work?
- Do you have other income to rely upon, and if so, for how long?
- What is your family history? Are there chronic or terminal medical conditions in your family history?
- $\bullet \quad \text{Medical conditions could be temporary, permanent, or partially permanent} \\$
- Changes to your coverage can be requested at any time, however:

 - Requests outside of initial 3; days require medical underwriting with Evidence of insurability

 Requests are submitted to the insurance company for review and employees are contacted with the final decision of approval or denial

 Extremely low percentage of employees are approved for optional coverage outside initial 3; days

When does additional coverage begin?

Additional coverage becomes effective the first of the month following the date the election was submitted, provided it was submitted within the enrollment deadline period.

- Optional life insurance (or after underwriting approval)
- Optional long term disability insurance
- Flexible Spending Arrangement (FSA)
- Dependent Care Assistance Program (DCAP)

Exception: If elections are submitted on the first working day of a month, coverage will be effective as of that date.

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How to Enroll Enrollments are completed through Workday!* Log in and check your inbox for your enrollment items, which will include step by step instructions.	Due 31 days from date of hire/eligibility: Benefit Acknowledgement Form (BAF) Medical/Dental Election Required whether you enroll or waive medical coverage Dependent Verification Required to enroll dependents
Knowledge Base Articles in the JIRA Service Center may also be of assistance.	Life Elections Initial enrollment by paper form LTD Election
*Initial MetLife enrollment is completed by paper form; after enrollment you may manage your life insurance through the MetLife MyBenefits portal. <u>Do not email</u> forms to MetLife at this time.	Default enrollment is into 60% plan FSA/DCAP Elections Optional HSA Payroll deduction Can start, stop, or change

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Additional Benefits & Resources
WASHINGTON STATE UNIVERSITY Human Resource Services

SmartHealth Wellness Program Pg. 58 Online wellbeing program offered by the State of Washington and HCA Take the wellbeing assessment, then choose activities to participate in incentive for the next year Accrue 2,000 points to earn an incentive for the next year Available for all PEBB-eligible employees Completely free, voluntary, and confidential! Completely free, voluntary, and confidential! Completely free, voluntary, and confidential!

Smart Health

SmartHealth Wellness Program Qualify for a \$125 wellness incentive in 2023! Get started By the Description of the Started Short Note Short Note Started Short Note Short Not

Diabetes Prevention Program - A digital lifestyle program designed to identify and help people living with prediabetes - Short 1-minute screener to determine eligibility - Professional health coach, wireless smart scale, peer support - Open to subscribers and adult dependents (18+)

Other Benefits



 Commuter Benefit: Save money on a pre-tax commuter account for public transit and parking. Eligible expenses include transit passes, non-WSU parking, and vanpool.

 The money department of the pre-tax commuter account for public transit.

 The public transit.



 Auto and Home Insurance (Pg. 6o): WSU offers a group discount on auto and homeowners insurance with Liberty Mutual, one of the largest property and casualty insurance providers in the country.



<u>529 College Savings Plans</u>: These programs help families save for college. GET guarantees to keep pace with rising college costs, and DreamAhead is a traditional college investment plan.

wastate529.wa.gov

Questions?

hrs.benefits@wsu.edu (509) 335-4521



Thank you!

Retirement Orientations:

1:30-2:30 PM – Administrative Professional & Faculty

3:00-4:00 PM – Civil Service, Bargaining Unit, Eligible Hourly

