

BENEFITS FOR PART-TIME PROFESSIONAL EMPLOYEES/LIBRARIANS

Part-time professional employees must earn an annualized salary rate of \$14,430 or more (between July 2, 2015 and July 1, 2016) to be eligible for health insurance and benefits through the UUP Benefit Fund.

HEALTH INSURANCE

COVERAGE BEGINS ON 43RD CALENDAR DAY OF EMPLOYMENT AND IS AVAILABLE TO EMPLOYEE, ELIGIBLE DEPENDENTS AND ELIGIBLE DOMESTIC PARTNERS.

You may choose The Empire Plan or choose from several Health Maintenance Organizations. Documentation of date of birth, social security number, and date of marriage (if applicable) must be provided before dependents can be enrolled. Information about the New York State Health Insurance Program can be found on the Internet at www.suny.edu/benefits

THE EMPIRE PLAN

The Empire Plan is a comprehensive worldwide health insurance program and its components are administered by several companies. Provides coverage at Centers of Excellence for infertility, cancer treatment, and transplants.
Empire Blue Cross - provides hospitalization coverage (inpatient hospital services, emergency room and outpatient services in a hospital setting). Inpatient care for covered services is paid in full. A \$35 co-pay applies to covered outpatient diagnostic services; \$70 emergency room; \$60 outpatient surgery.
United HealthCare - administers major medical coverage (doctor's office visits, office surgery, lab and radiology). Charges by Participating Providers are subject to a \$20 co-pay per visit. Charges by Non-Participating Providers are reimbursed at a rate of 80% of reasonable and customary fees after a \$1000 deductible each per enrollee, enrolled spouse and all dependent children. You must call for pre-certification for scheduled MRI, MRA, CT, PET scan.
Managed Physical Medicine Program - administers chiropractic treatment and physical therapy. \$20 co-payment for office visits to a Managed Physical Network provider.
Home Care Advocacy Program (HCAP) - administers home care services, diabetic supplies, skilled nursing services and durable medical equipment. Use of the HCAP provides a paid-in-full benefit.
Beacon Health - administers the inpatient and outpatient mental health and substance abuse portion of the Empire Plan. Network provider visits subject to a \$20 co-payment; non-network benefit substantially reduced.
Empire Blue Cross - administers the Empire Plan's hospital pre-admission certification program for maternity, scheduled hospital admission, and skilled nursing facility admission.
CVS/Caremark - administers the prescription program. Co-payments will vary depending on whether prescription is generic, preferred brand name or non-preferred brand name and whether you fill the prescription at a retail pharmacy or through mail order. For a 30-day supply at a pharmacy or through mail order, the co-payment is \$5, preferred brand name is \$25 and non-preferred brand name is \$45. 31-90 day supply through mail order is \$5 generic, \$50 preferred brand name, \$90 non-preferred brand name. 31-90 day supply at retail pharmacy is \$10 generic, \$50 preferred brand name, \$90 non-preferred brand name.

HEALTH MAINTENANCE ORGANIZATIONS (HMOs)

All NYSHIP HMOs provide a wide range of health services. Each offers a specific package of hospital benefits, medical, surgical and preventive care and prescriptions to employees living or working in the counties they cover. These services are provided or arranged by a primary care physician whom you have selected from the HMO's staff or physician directory. Inpatient hospital care is covered in full. Emergency care worldwide.
Capital District Physicians' Health Plan (CDPHP) (#300) - serves Broome, Chenango, Delaware, Herkimer, Madison, Oneida, Otsego, Tioga counties. \$20 office visit; prescriptions \$10/generic, \$30/formulary, \$50 non-formulary for 30-day supply. Visit www.cdphp.com
HMO-Blue (CNY) (#72) - serves Broome, Cayuga, Chemung, Cortland, Onondaga, Oswego, Schuyler, Steuben, Tioga and Tompkins counties. \$25 PCP office visit; prescriptions \$10/ Tier 1, \$30/Tier 2, \$50/Tier 3 (30 day supply). Visit www.bcbscny.org
HMO-Blue (Utica-Watertown) (#60) - serves Chenango, Clinton, Delaware, Essex, Franklin, Fulton, Herkimer, Jefferson, Lewis, Madison, Montgomery, Oneida, Otsego and St. Lawrence counties. \$25 PCP office visit; prescriptions \$10/Tier 1, \$30/Tier 2, \$50/Tier 3 (30 day supply). Visit www.bcbsuw.com.
MVP Health Plan (#330) - serves Broome, Cayuga, Chenango, Cortland, Delaware, Herkimer, Jefferson, Lewis, Madison, Oneida, Onondaga, Otsego, Oswego, Tioga, Ulster counties. \$25 office visit; prescriptions \$10/generic, \$30/brand, \$50 non-formulary (30 day supply). Visit www.mvphealthplan.com

Other HMOs are available.

	2018 Biweekly Health Insurance Rate		Annual Salary of \$41,756 or more	
	Annual Salary of less than \$41,756	Annual Salary of \$41,756 or more	INDIVIDUAL	FAMILY
The Empire Plan (#001)	\$43.00	\$188.41	\$57.33	\$224.29
Capital District Physician's Health Plan (CDPHP) (#300)	\$82.27	\$245.37	\$95.45	\$279.59
HMO-Blue (Central NY) (#072)	\$35.62	\$149.06	\$47.50	\$177.74
MVP Health Plan (#330)	\$85.04	\$203.30	\$98.53	\$237.95

RETIREMENT PLANS

Participation in a retirement plan is optional for all part-time employees (unless you are already a member of a NYS Retirement System). Three options are available.

1. New York State Teachers' Retirement System (TRS) or
2. New York State Employees' Retirement System (ERS)
 - There is a 10-year vesting period. • Pension is based on years of service and final average salary.
 - Employee contribution will be based on salary.
 - Wages of \$45,000 or less 3%
 - Wages between \$45,000.01 and \$55,000 3.5%
 - Wages between \$55,000.01 and \$75,000 4.5%
 - Wages between \$75,000.01 and \$100,000 5.75%
 - Wages of \$100,000.01 or more 6%
3. TIAA-CREF (available only to part-time employees holding a term appointment. If you are a part-time employee and have any SUNY retirement annuity contracts, please contact Human Resources for eligibility)

SICK LEAVE

Part-time professional employees accrue vacation leave and sick leave based on annual salary from July 1, 2015 to June 30, 2016 of: \$13,508 (¼ day/month); \$13,509 – 20,381 (½ day/month); \$20,382 – 27,252 (1 day/month); \$27,253 and higher (1 ¼ days/month)

UNITED UNIVERSITY PROFESSIONS (UUP) UNION BENEFIT FUND

The UUP Benefit fund provides vision and dental coverage. There is no employee premium for individual, domestic partner or family plans. Coverage begins on the 43rd calendar day of eligible appointment. Visit their website www.uupinfo.org for eligibility information, types of dental coverage including payment schedules and vision coverage.

TUITION ASSISTANCE (for employees only)

Space Available - Tuition is waived on a space available basis for one course per semester at SUNY institutions.

Tuition Reimbursement (B140) - A percentage of tuition is reimbursed based upon the total amount of funds available for this purpose. Courses must be taken at SUNY institutions.

PAYROLL

New York State is on a 2-week lag payroll. This means you will receive compensation for your first two weeks of work approximately one month after you begin work. Paychecks are distributed every other Wednesday. Direct Deposit is available upon employment.

TAX DEFERRED PROGRAMS

Employees may elect to have salary withheld and invested in tax-deferred programs. The amount withheld is not subject to income tax until collected at retirement.

ON-SITE CHILD CARE CENTER

The Cortland College Children's Center is located in the new Education Building. This state-of-the-art facility provides quality child care services for children ages 6 weeks to five years old. For further information, contact the Center's Director, 607-753-5955.

FLEXIBLE SPENDING ACCOUNTS

Flexible spending accounts (governed by IRS regulations) provide *eligible* employees the opportunity of paying for eligible child, elder or other dependent care expenses (DEPENDENT CARE ADVANTAGE ACCOUNT) or un-reimbursed health care expenses (HEALTH CARE SPENDING ACCOUNT) on a pre-tax basis. Contact the FSA Hotline, 1-800-358-7202, for a packet of information or visit their website www.flexspend.ny.gov

CREDIT UNION

Employees may join a Federal Credit Union with savings by payroll deduction.

GROUP DISABILITY INSURANCE

All active benefits-eligible, part-time professional employees are eligible for coverage after the completion of one year of service. The one-year waiting period is waived if an immediate previous employer provided a similar group disability insurance policy. The plan provides benefits which begin after six months of total disability.

WIRELESS DISCOUNT PROGRAMS

State employees are offered a discount on wireless service with a number of wireless companies, AT&T Wireless, Sprint PCS, and Verizon. Contact information can be obtained in Human Resources, Miller 301.