





- ▶ Benefits
- ▶ Retirement
- ▶ Leave
- ▶ Other UF Benefits
- ▶ Performance Management: UF Engaged



- ▶ New Hire Enrollment (within 60 days of hire)
 - Benefit options can be found at benefits.hr.ufl.edu
 - Online Benefits Counselor (Alex)
 - PeopleFirst, third-party administrator
 - State premiums are paid a month in advance
- ▶ Open Enrollment (October)
- ▶ Qualifying Status Changes
 - Event that results in a gain or loss of eligibility for coverage, you have 60 days (unless otherwise noted) from the date of the event to make changes.
- ▶ OPS Employees are eligible for health, dental and vision insurance upon hire if they are scheduled to work at a 0.75 FTE (full-time equivalency), 30 hours or more per week

Health Insurance: State Options

- ▶ Full-time employees (*employees who work 30 hours per week or more (0.75 FTE) on average*) are eligible for state-sponsored benefit programs
- ▶ **Plan Choices:** https://www.mybenefits.myflorida.com/health/health_insurance_plans
 - PPO (Preferred Provider Organization) - Florida Blue
 - In-network deductible: \$250 per person, \$500 per family
 - Copayments and coinsurance
 - HMO (Health Maintenance Organization) - Aetna in Alachua County
 - No deductible or coinsurance
 - You pay a copayment when you receive care from network providers
 - High deductible with Health Savings Account
- ▶ **Individual Coverage:** \$50/month (full-time rate)
- ▶ **Family Coverage:** \$180/month (full-time rate)
- ▶ **Spouse Program**
 - Both spouses must work for state and/or university
 - \$15/month cost to each spouse (full-time rate)

Health Insurance: UF-sponsored Domestic Partner Coverage

- ▶ GatorCare (through Florida Blue):
<http://gatorcare.org/plans/>
 - ▶ Prime Plus Plan
 - ▶ Premium Plan
- ▶ **Your domestic partner:** A person of same or opposite sex whom you live with; and to whom you are emotionally committed, share a primary residence and share joint responsibilities for common welfare and financial obligations.
- ▶ Must submit **Affidavit of Domestic Partnership:**
<https://benefits.hr.ufl.edu/wp-content/uploads/sites/3/2018/05/FinalAffidavit4-21-14.pdf>

GATORCARE HEALTH INSURANCE PREMIUMS FOR TEAMS AND ACADEMIC FACULTY ON 12 MONTH APPOINTMENT		
Note: Health rates are prorated based on FTE for salaried employees less than .75 and taxable components for domestic partner premiums		
Plan Description	Coverage	Employee Monthly Contribution
Prime Plus	Employee + Domestic Partner (DP)	100.00
Prime Plus	Family (Employee +DP + Children)	150.00
Premium	Employee + Domestic Partner (DP)	140.00
Premium	Family (Employee +DP + Children)	180.00

Health Insurance: Dependent Eligibility

- Children are covered through the end of the calendar year in which he/she turns age 26.
- After the end of the calendar year in which he/she turns 26 through the end of the calendar year in which he/she turns 30 - if he/she is unmarried, has no dependents of his/her own, is a resident of Florida or a full- or part-time student, and has no other health insurance, the overage dependent may be covered, but the full employer and employee portions of the premium are paid by the employee.
- Review additional information on dependents here:
https://www.mybenefits.myflorida.com/health/eligibility_and_enrollment/dependents





Life Insurance

- ▶ \$25,000 Basic Life Insurance Plan with State health insurance enrollment
 - Full-time TEAMS employees
- ▶ How do I designate or change my beneficiary?
 - Visit www.lifebenefits.com/florida or fill out a beneficiary designation and change request form found at <https://www.mybenefits.myflorida.com/health/forms> and mail or fax to Securian's Tallahassee branch office.
- ▶ Benefits Reference Guide (updated annually):
https://www.mybenefits.myflorida.com/health/benefits_guide



For TEAMS Employees

- ▶ TEAMS employees have choice of plans through myFRS (Florida Retirement System)
- ▶ If you stop working prior to vesting years you are only vested in the 3% mandated contribution and can take these funds.
- ▶ If you are rehired at a state of Florida agency, your vesting will continue.
 - Investment Plan (default)
 - 1 year vesting
 - If hired after July 1, 2011, Full retirement age 65 or 33 years of service prior to age 65
 - If hired prior to July 1, 2011, Full retirement age 62 or 30 years of service prior to age 62
 - Pension Plan
 - 8 year vesting if hired after July 1, 2011, Full retirement age 65 or 33 years of service prior to age 65
 - 6 year vesting if hired between July 1, 2001 and June 30, 2011, Full retirement age 62 or 30 years of service prior to age 62

Retirement Continued...

- ▶ State University System Optional Retirement Plan (SUSORP)
 - Available to eligible TEAMS staff and faculty
 - Immediate Vesting
- ▶ OPS employees - FICA Alternative Plan through VALIC
 - Rollover funds to another pretax retirement account at end of OPS employment
- ▶ Overview: <https://benefits.hr.ufl.edu/retirement/state-retirement-plans/>
- ▶ Choosing your plan: <https://choosemyfrsplan.com/>
- ▶ Enrollment & Forms: https://www.myfrs.com/Resources_Forms.htm

Retirement: Voluntary Plans

▶ Voluntary Savings Plans

- Open account with an Investment Provider:



- 457 Deferred Compensation

- Enroll via EZ Enrollment Form online or directly with investment provider
- <https://www.myfloridadeferredcomp.com/SOFWeb/default.aspx>

- 403(b) Plans (pre and post tax)

- Enroll via Salary Reduction Agreement Form

▶ <https://benefits.hr.ufl.edu/retirement/voluntary/>

Leave: TEAMS Employees

▶ Vacation Accrual

- 1.0 FTE: 6.769 Hours biweekly ~ 22 days per year
- 352 hours maximum accrual~ 44 days, excess rolls to sick leave

▶ Sick Leave Accrual

- 1.0 FTE: 4 Hours biweekly ~ 13 days per year
- No maximum accrual, hours rollover every year

▶ December Leave Cash Out

- Can elect to cash out 16 hours of vacation
- Have to have 40 hour balance of vacation left

▶ December Personal Leave Days

- 4 days: workdays in between Christmas and New Years Holidays

▶ Bereavement Leave (16 hours)

▶ Administrative Leave





Leave: FMLA

► Family Medical Leave Act (FMLA)

- Eligibility: Faculty, TEAMS, USPS and OPS → once employee has worked at least 12 months (need not be consecutive) and also has worked at least 1,250 hours during the 12 months prior to the start of the FMLA leave
- 12 workweeks of unpaid leave in a 12-month period for any of the following reasons:
 - For incapacity due to pregnancy, prenatal medical care, or childbirth;
 - Placement of a child with the employee for adoption or foster care, and to care for the employee's newly adopted child or a child newly placed in the foster care of the employee;
 - To care for the employee's family member with a serious health condition;
 - The employee's serious health condition.



Sick Leave Pool: TEAMS Employees

- ▶ Employees contribute 8 hours of their individually accrued sick leave for collective use for personal (not family) catastrophic illness or injury.
- ▶ If you join the Sick Leave Pool, you may be able to draw upon the pool-after approval from the Sick Leave Pool Committee-in instances in which you must use all of your sick, vacation, and compensatory leave hours (if applicable).
- ▶ Enrollment Eligibility: you must be appointed to a sick leave-accruing position—TEAMS, USPS, or Academic Personnel—and have a minimum of 64 hours of sick leave on balance if you are full-time.
- ▶ Application are accepted during the annual October open enrollment period.
- ▶ <https://benefits.hr.ufl.edu/time-away/sick-leave/sick-leave-pool/>



- ▶ The UF GatorPerks discount program provides exclusive discounts for UF faculty and staff.
- ▶ Examples: Cell Phone, Restaurants, Rental Car...
- ▶ <https://benefits.hr.ufl.edu/gatorperks/discount-program/>

Other Benefits

- ▶ Employee Assistance Program(EAP)- Free visits for individual consultation available by calling the EAP 24/7 at 833-306-0103
- ▶ RTS Bus Transportation- free with valid Gator-1
- ▶ Campus Cab Service- 392-RIDE
- ▶ SNAP (Student Nighttime Auxiliary Patrol)- escort may be requested by calling 392-SNAP
 - Summer semester from 8:30 p.m. to 2:00 a.m. nightly
 - Fall/Spring semester from 6:30 p.m. to 2:00 a.m. nightly
- ▶ Police Service Technicians (PST) in HSC
- ▶ Use of pools and courts

Please visit the hr.ufl.edu website for additional employee benefits

Other Benefits Continued...

- ▶ Front Door Software <https://police.ufl.edu/services/community-services/front-door-software/>
 - A program that allows you to remotely lock, alarm, and track your laptop in case of theft.
- ▶ Rape Aggression Defense, known as R.A.D., is a self-defense program designed specifically for women.
 - <https://police.ufl.edu/programs/classes/rape-aggression-defense/>



REGISTER FOR A R.A.D. CLASS:

**Free Self-Defense
Education for Women**

Additional TEAMS Benefits

- ▶ Free Office 365 downloads: <https://it.ufl.edu/services/gatorcloud-microsoft-office-online>
- ▶ Employee Education Program (EEP)
 - Opportunity funded by university resources that enables full-time UF Academic Personnel, TEAMS employees, and USPS employees who have been employed in good standing for at least six (6) months to receive tuition assistance for up to six (6) credit hours of instruction per semester at the state university closest to their work location.
 - See here for additional information: <https://learn-and-grow.hr.ufl.edu/education-programs/employee-education-program/>
- ▶ Higher Education Opportunity (HEO)
 - Provides children of full-time TEAMS employees with the opportunity of tuition assistance for an undergraduate education at the University of Florida
 - Eligible full-time TEAMS employees to apply, pays in-state matriculation
 - HEO scholarship given to 150 applicants each year
 - See here for additional information: <https://learn-and-grow.hr.ufl.edu/education-programs/higher-education-opportunity-for-children-of-teams-employees/>

Performance Management



- ▶ A new approach to TEAMS staff appraisals designed to encourage regular feedback, rather than a once-a-year evaluation.
- ▶ Quarterly check-ins
 - Based on employee anniversary date
- ▶ More info: <https://hr.ufl.edu/manager-resources/employee-relations/uf-engaged/>

MyUFL Helpful Navigation

Important information on myufl:

- ▶ Mytraining (Main Menu-My Self Service-Training)
- ▶ Emergency Contact (Main Menu-My Account-Update Emergency Contact)
- ▶ Address Update (Main Menu-My Account-Update My Directory Profile)
- ▶ View Paycheck (Main Menu-My Self Service-Payroll and Compensation-View Paycheck)
- ▶ W-4 Tax Information (Main Menu-My Self Service-Payroll and Compensation-W-4)
- ▶ W-2 Consent and View W-2 (Main Menu-My Self Service-Payroll and Compensation)
- ▶ View Leave Balances (Main Menu-My Self Service-Payroll and Compensation-UF Leave History)

Questions?