



Benefits Upon Separation

This document contains information to help you understand how your Retirement, Health, Welfare and Tuition benefits will be affected when you leave the University. **To ensure that you receive all your benefits-related separation information, please log onto Workday to confirm that your mailing address is up to date.** Also, please note that individuals who are leaving the University to begin working at another employer affiliated¹ with the University should contact the Benefits Office immediately, as this may impact the benefits described below at the University and/or benefits available to you at your new employer. If you have any additional questions, please contact the Benefits Office M-F from 8:30 am - 4:30 pm at benefits@uchicago.edu or (773) 702-9634.

Medical/Dental/Vision Coverage

If you are eligible and participate as of your last day of employment, **your medical, dental and vision benefits will continue through the end of the month in which your employment is terminated.**

COBRA

Effective the first day of the month following your termination, you will have the option to continue medical, dental and vision insurance coverage for up to eighteen (18) months under COBRA. You will receive a continuation package in the mail from Discovery Benefits (DBI), our COBRA administrator. If you choose to continue coverage under COBRA, you will be reinstated in your plan(s) retroactive to your coverage end date. **You have 60 days from the date you receive the COBRA forms to elect to continue coverage and return the enrollment form, along with payment, directly to DBI.** The current monthly COBRA rates including the 2% administration fee are:

2020 Monthly Cobra Rates	BCBS Maroon PPO Plan	BCBS HDHP Maroon Savings Choice Plan	UCHP Plan	BCBS HMO IL Plan	MetLife Dental Copay Plan	MetLife Dental PPO Plan	VSP Basic Vision Plan	VSP Premier Vision Plan
Yourself Only	\$868.36	\$755.96	\$692.96	\$518.44	\$30.26	\$43.15	\$7.64	\$14.77
Yourself & Spouse/Partner	\$1,823.53	\$1,583.24	\$1,455.23	\$1,088.85	\$50.12	\$77.30	\$15.28	\$29.52
Yourself & Child(ren)	\$1,563.02	\$1,369.21	\$1,247.34	\$932.94	\$57.97	\$97.06	\$16.77	\$32.40
Yourself & Your Family	\$2,605.04	\$2,225.35	\$2,078.89	\$1,555.00	\$80.04	\$153.02	\$26.80	\$51.75

Note: If the University is subsidizing some of your COBRA premium, you will receive a separate letter with the amount for the subsidy. You will need to pay the difference between the COBRA rates in the initial letter and the subsidy amount. Once COBRA is elected, the monthly invoices will reflect the exact amount owed.

Flexible Spending Account

You will have until June 30th of the following year to submit claims for the current plan year to WageWorks. Claims must have been incurred between your first day of participation in current plan year and your termination date.

Healthcare Flexible Spending Account

Your participation in the Healthcare Flexible Spending Account will end on your termination date. If enrolled, you will have the option to continue your participation through COBRA.

¹ Affiliated employers include, but are not limited to, the University of Chicago Medical Center (including Ingalls), Marine Biological Laboratory, UChicago Argonne LLC, University of Chicago Charter Schools, CRSP, and UChicago Impact.



Dependent Care Flexible Spending Account

Your participation in the Dependent Care Flexible Spending Account will end on your termination date. Continued participation is not an option under this plan.

Life and Disability Insurance Plans

Life, Personal Accidental Death Insurance and Long-Term Disability **will end on your termination date**. Sun Life offers a portability option that will allow you to continue your Life and Disability Insurance Plans on an individual basis. **If you are interested in continuing your coverage, please contact Sun Life at (866) 230-2278 within 31 days of your termination date.** You will need to reference group number 241961 when calling.

Commuter Benefit (Qualified Transportation Program)

Any scheduled recurring orders will be cancelled on your termination date. Continued participation is not an option under this plan.

If you have unused funds in your account, you have 90 days from your termination date to use those funds. IRS regulations require that employees forfeit any unused funds remaining in their commuter benefit at the end of the 90-day period.

Retiree Medical Insurance

The Retiree Medical Plan is available to employees who retire from the University and were either:

- Employed prior to January 1, 2005 in a continuous benefits-eligible position and are at least age 55 when employment terminates, or
- Employed on or after January 1, 2005, are at least age 55 and have completed at least 10 years of continuous benefits-eligible service when employment terminates.

Postponement

You have the option of postponing enrollment in the Retiree Medical Insurance Plan until a later date as long as you meet the eligibility requirements on your termination date.

If eligible, please request the ***Election to Postpone Form*** from the Benefits Office at benefits@uchicago.edu or (773)702-9634. Completed forms must be returned to the Benefits Office within 30 days from your termination date.

Enrollment

If eligible, please request the ***Retiree Medical Plan Enrollment Form*** from the Benefits Office at benefits@uchicago.edu or (773) 702-9634.

If you enroll in the Retiree Medical Plan please request the ***Enrolling In the Retiree Medical Plan Things to Know*** from the Benefits office at benefits@uchicago.edu or call (773) 702-9634. Once enrolled, you cannot re-enroll in the Retiree Medical Plan if you cancel coverage.

The Benefits Office cannot answer any Social Security and/or Medicare coverage questions. Please contact the Social Security Office at (800) 772-1213.

Retirement Program – CRP / ERIP/SRP Defined Contribution

You are always 100% vested in your own contributions to your retirement savings account (including any rollover contributions). You are 100% vested in the University contributions and any earnings on them after three years of eligible service from your date of hire. You must be vested in order to receive the University of Chicago's contribution.

You may leave your Defined Contribution benefits with TIAA while continuing to direct the investment of your retirement plan assets until the law requires you to start receiving benefits. When you are ready to begin receiving payments, contact TIAA for the appropriate distribution forms.

You can schedule a one-on-one appointment with a TIAA financial advisor online at TIAA.ORG/schedulenow or by calling (800) 732-8353.

Your department's HR Partner must complete all required processes to terminate your employment in



Workday. **If you are still showing as a benefit-eligible employee in Workday, many of the benefits you are entitled to after employment ends cannot be processed – including retirement distributions.**

Retirement Program – ERIP / SEPP Defined Benefits (Pension)

You are 100% vested in the University contributions and any earnings on them after three years of eligible service from your date of hire. You must be vested in order to receive this benefit.

You may leave your Defined Benefits (Pension) with the University and allow it to continue to accrue, cash out your pension or elect an annuity at retirement age. When you are ready to begin receiving payments after termination send an email to benefits@uchicago.edu for the appropriate distribution forms.

You will receive a pension kit with forms that need to be completed approximately 4 to 6 weeks after your termination date. Please return completed paperwork to the Benefits Office, 6054 South Drexel Avenue, Chicago, IL 60637.

Make sure your department completes all required processes to terminate your employment in Workday. **If you are still showing as a benefit-eligible employee in Workday, many of the benefits you are entitled to after employment ends cannot be processed – including any retirement payments.**

457(b) Deferred Compensation Plan

You can begin receiving payments from your deferral account after you terminate employment with the University. You have the option to defer your account payment to a specific future date. If no election to defer

payment is made within 180 days of your termination date, your deferral account will be paid in a single lump sum within 210 days after your termination date.

If you initially defer your account payment to a specific future date, you will have another opportunity to further delay your account payment to a second, later date. You must make this second deferral prior to the first future date previously elected. You cannot elect to commence payment of your account to later than April 1 of the year following when you reach age 70 and ½ (or when you retire from the University if later).

Tuition

Your eligibility for any benefit under the Educational Assistance Plan ends when you are no longer treated as employed by the University (subject to exceptions explained in the Educational Assistance Plan), the Educational Assistance Plan is terminated and/or you are no longer classified as a full-time University employee in an eligible position.

For a copy of The University of Chicago's Educational Assistance Plan please contact the Benefits Office M-F from 8:30 am - 4:30 pm at benefits@uchicago.edu.

Long Term Care

Long Term Care (LTC) **will end on your termination date**. If you would like to continue your policy, you can port the LTC policy to an individual policy. You will need to contact Genworth at 800-416-3624. The information on the group policy is:

Website: genworth.com/groupltc

Group ID: UChicago

Code: groupltc

These materials have been provided for informational purposes only and are written in everyday language. We have tried to make it as complete and accurate as possible. If there are any discrepancies between this document and the terms set forth in the applicable summary plan descriptions and similar documents, and/or the underlying legal plan documents those documents will determine how the benefit works and the amount of the benefits that may be paid.



Important Contact Information

Plan	Additional Resources	Number	Website
Benefits Office	benefits@uchicago.edu	(773) 702-9634	humanresources.uchicago.edu
BCBS HMO IL Plan	Blue Cross Blue Shield HMO IL	(800) 892-2803	www.bcbsil.com
	Prime Therapeutics (Pharmacy)	(800) 423-1973	
BCBS PPO Maroon Plan BCBS HDHP Maroon Savings Choice Plan	Blue Cross Blue Shield of Illinois	(866) 390-7772	www.bcbsil.com
	Caremark	(866) 873-8632	www.caremark.com
	HSA	(800) 357-6246	hsabank.com
COBRA and Retiree Billing	Discovery Benefits	(866) 451-3399	https://cobra.discoverybenefits.com
Flexible Spending Account and Commuter Accounts	WageWorks	(877) 924-3967	www.wageworks.com
Dental Co-Pay and PPO Plan	MetLife	(800) 942-0854	www.metlife.com/mybenefits
Life and Disability Insurance Plans	Sun Life Group # 241961	(866) 230-2278	
Long-Term Care	Genworth	(800)416-3624	Genworth.com/groupltc
			Group ID: UChicago Code: groupltc
Retiree Medical Plan	Blue Cross Blue Shield of Illinois Not Medicare Eligible	(866) 390-7772	www.bcbsil.com
	Express Scripts - Not Medicare Eligible	(800) 935-7189	www.express-scripts.com
	Aetna Medicare Advantage Plan Medicare Eligible	(888) 267-2637	www.aetnaretireplans.com
	Aetna Medicare Supplement Plan Medicare Eligible	(800) 238-6716	www.aetnaretireplans.com
	Express Scripts - Medicare Eligible	(866) 838-3979	www.express-scripts.com
Retirement Plans (SRP, CRP, ERIP DC, 457(b))	TIAA	(800) 842-2252	www.tiaa.org
Retirement Plans (ERIP DB and SEPP)	benefits@uchicago.edu	(773) 702-9634	humanresources.uchicago.edu
Staff and Faculty Assistance Program	Perspectives User Name: UNI500 Password: perspectives	(800) 456-6327	www.perspectivesltd.com
VSP Base and Premier Plan	Vision Service Plan	(800) 877-7195	www.vsp.com
UCHP	University of Chicago Health Plan	(773) 834-0900	www.uchp.uchicago.edu
	Aetna	(855) 824-3632	
	CVS Caremark	(866) 873-8632	