Welcome to Florida State University. This is an overview of the Insurance and Retirement options as well as additional perks available to OPS employees.

We will begin with an overview of the insurance options available to you.
If you need assistance with enrolling, or making changes to your insurances, you may log onto People First, or contact them at the phone number listed on this slide. Otherwise, you can contact the Human Resources Benefits office.
People First is the administrator for all insurance benefits offered by the State of Florida. Their responsibilities include determining eligibility, processing enrollments, handling qualifying event changes, verifying dependent eligibility, COBRA and open enrollment. You will use the People First system to enroll into, and make changes to State benefits. You can do this online or by telephone.
OPS employees, hired at .75 FTE or greater in their original appointment with any State of Florida agency or university, will qualify for State insurances. OPS employees may also qualify during a measurement period.

They will be able to enroll within 60 days of their hire date, qualifying measurement period or during open enrollment.
There are two measurement periods that determine eligibility for OPS employees. The new hire measurement period is the 12 month period following the original OPS hire date with the State. The Open Enrollment measurement period occurs every year to determine eligibility for the following year.

OPS employees who become benefits eligible will maintain benefits during the 12 month stability period while employed by the State of Florida.
If you are eligible with your original appointment, then your coverage will begin the first day of the third month after your appointment begins.

If you become eligible for insurances during the new hire measurement period, then your insurances will become effective the 1st day of the 2nd month following the period.

Coverage will be provided for the 12 months after enrollment and will cover you the month after you terminate employment with the University.
If you are eligible for benefits, People First will mail log-in information to your home address. You can contact the People First Service Center or email the Human Resources Benefits office to receive your People First ID.
The default password to log on to the People First website the first time is uppercase P, lowercase f, followed by your date of birth, two digit month, two digit day, and two digit year.

Refer to the “Questions” Link on the People First homepage for more information on setting up your password.
Select the ‘Change My Benefits’ link to enroll or to make changes.
Standard Health Insurance Plan premiums are the same whether you choose the PPO or HMO option. Employees who have a spouse that works for the university, or another state agency, and is also benefit eligible can enroll into the spouse program and receive health insurance at a reduced premium.
HMO plans focus on wellness, prevention, early detection and the treatment of illnesses. These plans have no pre-existing condition exclusions, no claims to file and no deductibles. If you need to see a specialist for a specific concern, then you may need a referral from your primary care provider.

Services are limited to the HMO network, unless you receive a referral. However, you are fully covered world wide for emergency services.
The PPO health plan offers the widest range of available physicians, and allows members to “self-refer” to specialists. Before services are covered, annual deductibles need to be met. Once these deductible amounts have been paid by the member, the plan provider will begin paying their percentage of cost for medical and prescription expenses. The deductible varies based on whether the provider is in the network.
Check to see if your provider is part of the network before you receive services. Otherwise, you may have to pay more than you expect.

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<tr>
<th></th>
<th>Network</th>
<th>Non-Network</th>
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<tbody>
<tr>
<td>Office Visits</td>
<td>$15 primary care</td>
<td>40% of the allowance, plus the difference between the charge and the allowance</td>
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<td>$25 specialty care</td>
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<tr>
<td>Calendar Year Deductible</td>
<td>$250 individual</td>
<td>$750 individual</td>
</tr>
<tr>
<td></td>
<td>$500 family</td>
<td>$1,500 family</td>
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<tr>
<td>Other</td>
<td>Annual maximum out-of-pocket</td>
<td>Employee must file claims</td>
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<td></td>
<td>co-insurance</td>
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<tr>
<td></td>
<td>$2,500 individual</td>
<td></td>
</tr>
<tr>
<td></td>
<td>$5,000 family</td>
<td></td>
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<td></td>
<td>$100 health screening allowance (not applicable to dependents)</td>
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The State offers the option to enroll in an HMO or PPO high deductible health plan, or HDHP. With the HDHP you must meet a higher annual deductible, but your monthly premiums are lower than the standard plan premiums. You must meet the annual deductible amount for all services and prescriptions, except certain preventative services, before the plan starts paying toward your expenses.

The HDHP provides the option to open a Health Savings Account. The University will make a contribution towards this account, even if you don’t. To make sure you are properly enrolled for the employer contribution, contact People First.
You will receive a prescription card in addition to your health insurance card. Members may obtain prescriptions at either a local pharmacy or through the mail-order service. Most pharmacies accept CVS/Caremark, however, Walgreens does not.

PPO Plan members must fill maintenance medications through mail order or at a participating retail pharmacy. A list of maintenance medications can be obtained from the provider.

HMO plan members may use the 90 day mail order option to reduce prescription costs.

Questions about your prescription drug costs, available generic alternatives, specialty medications, mail order, or locating a network pharmacy can be directed to CVS/Caremark.
The State offers life insurance plans for employee, child, and spouse. The employee pays full premium costs.
The Dependent Flexible Spending Account provides pre-tax dollars to use towards eligible expenses for qualified dependents. Licensed childcare centers and before-or-after-school programs are examples of eligible expenses. Employees have until March 15th of the following plan year to use the account balance. Claim forms and documentation must be submitted to Chard Snyder by April 15th.
Prepaid dental plans maintain affordable premiums and low out-of-pocket expenses through a network of participating general dentists and specialists. If you use a dentist that is not part of the network, you will have to pay the entire amount for services received. You cannot change dental plans based on provider preference, except during open enrollment.
The PPO and Indemnity with PPO plans allow you to visit a dentist of your choice. The PPO covers a percentage of cost based on the service received for both in network and non-network providers.

The Indemnity plan allows you to select the dentist of your choice. The plan pays a set amount for covered services and you pay the remaining balance. Be sure to inquire about the charges before receiving services.

Premiums are available on the People First website when you make your elections, or through the plan provider benefit brochures located on the State MyBenefits website.
Vision insurance offers supplemental coverage for eye exams and materials. Under this plan, you are eligible to receive an eye exam and lenses once every 12 months and frames every 24 months.

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<tr>
<th>Benefit</th>
<th>Frequency of Benefit</th>
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<tr>
<td>Eye Exam</td>
<td>Once every 12 months</td>
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<tr>
<td>Frames</td>
<td>Once every 24 months</td>
</tr>
<tr>
<td>Eyeglass Lenses or Contact Lenses</td>
<td>Once every 12 months</td>
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Elective Contact Lenses: $150 allowance
There are several companies that offer supplemental hospital, cancer and accident insurance. You will need to contact the individual provider company for more details and possibly complete a separate application before the coverage will start.
Qualifying status changes are specific events, which occur throughout the year that allow you to make changes to your benefits. You must notify People First within sixty days of the event, or you will have to wait until open enrollment to make changes. People First may also require documentation to verify the qualifying event and process your request.

There is an annual open enrollment period that gives employees an opportunity to review and/or make changes. This period is held during the fall, and all changes go into effect on January 1st of the following year. Prior to Open Enrollment, People First mails information to advise employees of their current benefits, and to provide information about any upcoming changes.
Just a few reminders – you only have 60 calendar days from your hire date or eligibility date to enroll or make changes to your benefits. Changes can only be made during Open Enrollment or with a qualifying status change.
Most OPS employees are mandatory participants in the Bencor 401(a) FICA Alternative Retirement Plan. Employees contribute 7.5% from each bi-weekly paycheck. Participants do not earn social security credits while enrolled.

Fund transfers and withdrawals are only permitted after the employee has terminated their OPS employment with the University.
Participants in the Bencor plan can view their account balances by logging in to the Bencor website.

For additional information about the plan, you can view our Human Resources website or contact our office by phone or email.
The University allows ALL employees to participate in its 403(b) Tax-sheltered annuity program. A 403(b) is a type of retirement account that is similar to a standard 401(k) account that you might find at a private employer. In this plan, you can contribute a specific dollar amount to be deducted from your bi-weekly paycheck, to be deposited into the retirement account. Contributions in this account can be invested in several types of funds, including money markets, bonds and stock funds. The minimum amount that can be invested bi-weekly is $10.

All contributions made to a 403(b) account are pre-tax. Taxes will be paid at the time the funds are withdrawn from the account, presumably at retirement.

All contributions to the FSU 403(b) plan are voluntary – and the amount contributed may be started, stopped or changed at any time. The contributions and earnings are fully accessible to the participant once employment has been terminated, or at age 59½.
To enroll in the FSU 403(b) Tax Sheltered Annuity Program, please contact one or more of the Investment Providers listed on this slide.

You are required to complete an annuity contract to initially set up your 403(b) account. The investment company representative will ensure that your contribution request is submitted to FSU for processing.
The State of Florida 457 Deferred Compensation Program is another way FSU employees can save for retirement on a pre-tax basis. There are several companies available within this plan. For more information, and to enroll, please visit the Bureau of Deferred Compensation website.

There is a limited amount that employees can contribute to a 457 account in a calendar year. The IRS limitations for the current year are listed on this slide.

The 403(b) Tax Sheltered Annuity and the 457 Deferred Compensation have separate limits, so an employee is eligible to put the maximum contributions toward both accounts at the same time.
FSU employees also have the option to contribute to a post-tax Roth 403(b) retirement account. Unlike Traditional 403(b)s and 457s, Roth contributions are subject to federal income tax at the time the contributions are made. Since these taxes are paid in advance, the contributions plus any earnings may be withdrawn tax-free at a later date – ideally at retirement.

All contributions to the FSU Roth 403(b) plan are voluntary – and the amount contributed may be started, stopped or changed at any time. The contributions and earnings are fully accessible to the participant employment has been terminated, or at age 59½.
Please contact our office if you have any questions or if you need assistance.

Thank you.