

Termination Facts in Regards to Employee Benefits

- Earned, but unused **vacation time** is paid out on the last paycheck. **Sick days, short term disability days and floating holidays** are not paid out.
- **Health, dental, and vision** coverage terminates the last day of the month of your last day worked. Continuation of these benefits through COBRA is available. See rate sheet below.
- **COBRA** provides for continuation of your existing insurance coverage and is administered by a third-party, Employee Benefits Corporation (EBC). Employees may elect one or all plans as they are stand-alone.
 - COBRA begins immediately after coverage is lost (e.g. last day of coverage is May 31st; COBRA begins June 1st)
 - Premiums represents the total MU and employee portion, plus a 2% administrative fee. See rate sheet below
 - Coverage must be elected within 60 days of the loss of coverage
 - Coverage may continue for up to 18 months
 - If you are COBRA eligible, EBC will send a HIPAA (certificate of creditable coverage) certificate to you. Keep this for your records and future insurance enrollment opportunities.
 - Questions regarding your COBRA enrollment should be made to EBC at: 1-800-346-2126 or by visiting their website at: www.ebcflex.com

	EPO Plan	PPO Plan	High Deductible Health Plan
Coverage Tier			
Single	\$581.40	\$544.68	\$427.38
Employee+1	\$1,348.44	\$1,263.78	\$990.42
Family	\$1,594.26	\$1,493.28	\$1,109.76

	Dental Plan
Coverage Tier	
Single	\$45.90
Employee+1	\$108.63
Family	\$128.52

	Vision Plan
Coverage Tier	
Single	\$7.14
Employee+1	\$16.32
Family	\$19.38

- **Basic and Optional life and Long Term Disability (LTD)** insurance will end on the last day worked. Employees may have an opportunity to convert from the group policy to an individual plan, if eligible. Expect a mailing to arrive at your home address regarding this option.
- **Flexible Spending Account (FSA)** eligibility ends on the last day worked.
 - Employees will have 90 days to submit claims for reimbursement.
 - Health care FSA expenses must be incurred on or before the last day worked.
 - Questions regarding your FSA enrollment should be made to EBC at 1-800-346-2126 or by visiting their website at: www.ebcflex.com

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- **TIAA CREF-** contributions will end on the last day worked.
 - Questions regarding your TIAA CREF account should be made to 1-800-842-2776 or by visiting their website at: www.tiaa-cref.org

- **Other voluntary deductions**
 - **Road Runner Discounted Services**
 - You may be able to continue your Road Runner service but will lose the MU discount.
 - For questions related to termination, installation and billing, contact Rick Arcuri in the Office of Residence Life at 414-288-5402.
 - **MetLaw Legal Plan** - terminates the last day of the month of your last day worked.
 - Contact Hyatt Legal Plans at (800) 821-6400 if you wish to continue your legal plan benefit after your termination.
 - **MetPay, MetAuto, Long Term Care Insurance** - If you have this insurance coverage paid through a payroll deduction, you will need to make arrangements, proactively, with each provider to continue these private policies.
 - Questions regarding continuation and premium payment options for your MetPay or MetAuto insurance should be directed to MetLife at (800) 438-6388.
 - Questions regarding your long-term care insurance should be directed to the company, Northwestern Mutual or John Hancock Legacy Services (contact information below) that holds your current policy. You will have the option of having premium deductions changed to an automatic withdrawal from your personal checking account.
 - Contact Legacy Services at (800) 230-3398 x 700, Brad Winnekins
 - Contact Northwestern Mutual at (414) 271- 3242, Scott Schwertferger
 - **Miscellaneous Programs and Discounts**
 - **Parking Pass** - deactivated as of your last day of employment. You will be charged a prorated rate of one half of the monthly fee if you terminated between the 1st and 15th of the month or the regular full month fee if you terminated between the 16th and end of month.
 - **Rec Center/Plex** dues - can re-issue a card for public access. After your terminated month, you can continue your membership at the community rate. Contact the RecPlex at 414-288-7778 or the RecCenter at 414-288-6976,
 - **Bus pass** – you can continue to use your pass on MCTS per terms of purchase.
 - **MU Voluntary Contributions** will end on the last month you work.

- **Employee Assistance Program**
 - Coverage ends on your last day of work.
 - Administered by Aurora Health Care, this confidential service offers assistance with a range of personal and family issues for anyone living in your household.
 - Call 800-236-3231 to speak with an EAP professional or visit the [website](#) for more information

If you have any additional questions, please contact:

Department of Human Resources

915 W. Wisconsin Ave, Straz Tower, Rm 185

Milwaukee, WI 53201-1881

414-288-7305 (main line)

414-288-7425 (main fax)

www.marquette.edu/hr