

BENEFITS NEWS

Winter 2018

NEWS SPOTLIGHT

NEW BENEFIT ID CARDS

UMR – Medical Plan

UMR mailed new ID cards to employees enrolled in the medical plan regardless of whether they changed their plan for 2018. The ID cards were mailed to the addresses listed in [MyJob](#). If you did not receive new cards, please double check and update your address on [MyJob](#) if necessary. You can also order additional cards by contacting UMR at 800-826-9781 or creating an account on [umr.com](#). Once the account is created you can print a copy of your ID card. Your health insurance ID card is for both medical and prescription drug coverage.

DELTA DENTAL – Dental Plan

Delta Dental mailed new ID cards only to the employees who made changes to their dental coverage for the 2018 plan year. The ID cards were mailed to the addresses listed in [MyJob](#). If you did not receive new cards, please double check and update your address on [MyJob](#) if necessary. You may also order additional cards by contacting Delta Dental at 800-236-3713 or online at [deltadentalwi.com](#). ID cards will not list the names of the covered dependents.

VSP – Vision Plan

VSP does **not** issue ID cards. Your [VSP in-network provider](#) will need the last four digits of the employee's Social Security number and date of birth to verify your coverage. If you have any questions, please contact VSP at 800-877-7195.

2018 FSA / HSA DEBIT CARD

Employees who are **newly** enrolled in the Health Care Flexible Spending Account (FSA) or Health Savings Account (HSA) should have received a debit card in the mail. Per IRS regulations, you must keep receipts for any purchases made with the debit card for up to one year after the plan year ends. A new card is automatically issued every five years. If you received a new debit card in 2017, it can be used for either the FSA or HSA in 2018. Please refer to the [Benefits Debit Card brochure](#) for details.

Participants are provided one card, however, they have the option to request a second card in the name of their spouse or dependent child.

To request a second card, complete the [Secondary Benefits Card Authorization Form](#) and return it to participantservices@ebcflex.com or by logging into your employee portal at www.ebcflex.com. There is no fee for the secondary card. However, there may be a charge to replace a lost or stolen card.

If you have any questions in regard to either of these accounts, please contact EBC at 1-800-346-2126.



MARQUETTE
UNIVERSITY

Human Resources

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QUOTABLE

“ A Snowflake is
Winter's Butterfly ”



BENEFIT BREAKDOWN

HEALTH CARE FLEXIBLE SPENDING ACCOUNT (FSA) 2-1/2 MONTH GRACE PERIOD

The grace period allows you to continue to incur expenses against your Health Care FSA beyond the 2017 plan year, helping you make full use of your annual election(s). For employees with a 2017 Health Care FSA balance, [Eligible health care FSA expenses](#) such as copays, deductibles and coinsurance can still be incurred January 1, 2018 – March 15, 2018 and submitted for reimbursement by March 31, 2018.

The “use-it-or-lose it” rule still applies, but not until the end of the grace period. This gives you a total of 14-1/2 months (the 12-month plan year plus the 2- 1/2 month grace period) to use the amount in your Health Care FSA.

In anticipation of the March 15th FSA Grace Period deadline, we want to remind everyone all about a great resource, [FSA Store](#). Don't forfeit your funds!

Submitting claims during the grace period

When you submit a claim for an expense you incurred during the 2- 1/2 month grace period, any unused funds from your 2017 plan year will be used first. Once this money has been used, claims will be paid using funds from the 2018 plan year. The last day to submit claims for your 2017 Health Care FSA account is March 31st, 2018. NO new expenses towards 2017 monies can be incurred after March 15th, 2018.

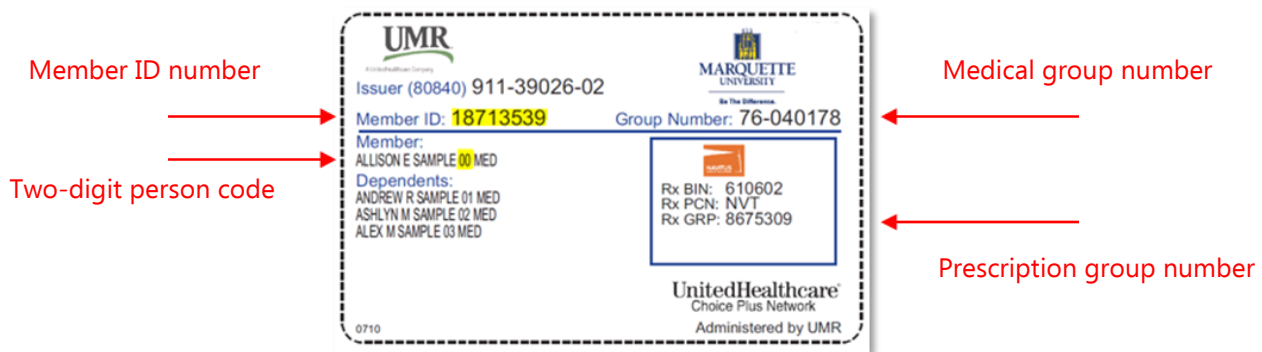
[Reimbursement forms](#) are available on the [benefits website](#) and should be submitted directly to: [Employee Benefits Corporation](#) or by fax to 1-608-831-4790..

For more detailed information and a list of eligible expenses, [visit the Benefits Website](#) or call EBC at 800-346-2126.

NAVITUS HEALTH SOLUTIONS—Rx

If you enrolled in one of Marquette University's medical plans for 2018, Navitus Health Solutions will manage your prescription drug coverage.

Starting on January 1, 2018, you can go online to find information specific to your plan. Your formulary, pharmacy search tool, cost compare tool and other information about your pharmacy benefit can be found on the Navi-Gate® for Members portal. To begin, use your Navitus pharmacy benefit ID number. It is a combination of the Member ID followed by your two digit person code found on your Medical ID card (ex. 1871353900).



This portal can be found at www.navitus.com. Click ‘Click here for new registrations’ and complete your demographic information as well as create a username and password. If you have questions, or need assistance with registration, please call Navitus Customer Care. They can be reached toll-free at: 866-333-2757.

VERIFY 2018 ANNUAL ENROLLMENT ELECTIONS

Now that annual enrollment is complete, please verify that your elections are accurate by reviewing your January Statement of Earnings. If you participated in the [Health Risk Assessment \(HRA\)](#) you will want to verify that you received the Marquette Incentive contribution by creating an account with EBC at ebcflex.com or calling them at 800-346-2126.



PROVIDER FOCUS

TELADOC

Teladoc is the first and largest provider of telehealth medical consults in the United States, giving you 24/7/365 access to quality medical care through phone and video consults. Teladoc doctors are U.S. board certified in Internal Medicine, Family Practice or Pediatrics. They average 20 years practice experience, are licensed in your state, and incorporate Teladoc into their day-to-day practice as a way to provide people with convenient access to quality medical care. Teladoc should be used when you need immediate care for non emergency medical issues. It is an affordable, convenient alternative to urgent care and ER visits.

Set up your account by phone, web or mobile app:

- * Online: Go to Teladoc.com and click "set up account"
- * Mobile app: Download the app and click "activate account"
- * Call Teladoc: Teladoc can help you register your account over the phone. 800-Teladoc (800-835-2362)

CPHP—Medical & Dermatology is a \$10 Copay

AHDHP & EHDHP—Medical is \$45.00 & Dermatology is \$75.00

Some examples of when to call:

Cold Flu Bronchitis Allergies Sinus Problems Pediatric care
Respiratory Infection Urinary Tract Infection Poison Ivy Pink Eye



GO MOVE

Marquette Wellness is gearing up for the annual Go Move Challenge. Every minute of movement counts as faculty and staff compete to determine which Jesuit University is the most active! This year, 23 Jesuit Universities are competing to see who can get the most movement during the month of February.

HOW TO REGISTER - This year Marquette employees will be using the wellness portal to track their minutes. If you haven't already registered for the portal, visit www.marquettewellness.preventure.com to create your account. Enter your username, (Your Username is your 9 digit Marquette University Identification (MUID) Number followed by an uppercase E) and your Password (your password is MRQ followed by your 8-digit date of birth).

HOW TO LOG YOUR MINUTES - Once you've logged into the wellness portal, you can track your minutes using the Exercise Minutes Tracker found under Track in the pulldown menu. You can pin this to your dashboard to make it easier to access. For the entire month of February, just enter your total minutes of exercise/day. Remember, you can also pin the wellness portal webpage to your smartphone home screen by following the directions on our website: <http://www.marquette.edu/wellness/employees/documents/Pinning.pdf>

TIPS - There is no limit to the number of minutes that you can accumulate. The university with the highest total number of minutes wins! Please contact Kristin Kipp, the Director of Employee Wellness at 414-288-5607 or Kristin.Kipp@mu.edu if you have any questions.

SMOKING CESSATION PROGRAM

Marquette University provides benefits for a smoking cessation program. Marquette University will pay 100% of the cost, up to 180 days per calendar year (two quit attempts per person per year), for any smoking cessation product, including prescription products and over-the-counter (OTC) products. Please note that a prescription from your physician is needed for OTC smoking cessation products to be covered under the smoking cessation program. For more information, contact Navitus at 866-333-2757.



UPCOMING EVENTS

Program	Date, Time & Location
<p>TIAA Individual Counseling Sessions January & February 2018</p> <p>Call 800-732-8353, Monday through Friday from 7:00 a.m to 7:00 p.m CST. <i>Space is limited, so please RSVP as soon as you can</i></p>	<p>Thursday, January 11th 9:00 a.m. - 4:00 p.m., AMU 362 & 364 Friday, January 12th 9:00 a.m. - 4:00 p.m., AMU 362 & 364 Wednesday, February 7th 10:00 a.m. - 4:00 p.m., AMU 368 Thursday, February 8th 9:00 a.m. - 4:00 p.m., AMU 368 Friday, February 9th 9:00 a.m. - 12:30 p.m., AMU 368 Wednesday, February 21st 9:00 a.m. - 12:30 p.m., AMU 362 Thursday, February 22nd 9:00 a.m. - 12:30 p.m., AMU 362 Friday, February 23rd 9:00 a.m. - 1:30 p.m., AMU 362</p>
<p>RETIRE U WORKSHOP SERIES 11:30 a.m. – 1:00 p.m. each day</p> <p>Register online at www.retireu.com, email your request to nextlevel@nlpwm.com, or call 414-369-6620.</p> <p>The Retire U workshop series offers a comprehensive financial education program that complements your existing benefit offerings while providing you with the information you need to achieve your financial goal. AND it's provided at no cost. The Freshman workshop is designed for those under the age of 50 and the Sophomore workshop is for those age 50 and over.</p>	<p><u>FRESHMAN WORKSHOP SERIES</u> <u>Workshop 1 of 4</u> Tuesday, February 6th AMU 313 or Wednesday, February 7th AMU 313 <u>Workshop 2 of 4</u> Tuesday, February 13th AMU Henke or Wednesday, February 14th AMU 313 <u>Workshop 3 of 4</u> Tuesday, February 20th AMU 313 or Wednesday, February 21st AMU 313 <u>Workshop 4 of 4</u> Monday, February 26th AMU Henke or Tuesday, February 27th AMU Henke</p> <p><u>SOPHOMORE WORKSHOP SERIES</u> <u>Workshop 1 of 4</u> Tuesday, April 3rd AMU 227 or Wednesday, April 4th AMU 227 <u>Workshop 2 of 4</u> Tuesday, April 10th AMU 227 or Wednesday, April 11th AMU 227 <u>Workshop 3 of 4</u> Wednesday, April 18th AMU 163 or Thursday, April 19th AMU 227 <u>Workshop 4 of 4</u> Tuesday, April 24th AMU 157 or Wednesday, April 25th AMU 227</p>

[View upcoming GROW classes](#)

[View all benefits events](#)

**CONTACT
HUMAN RESOURCES**



414.288.7305



benefits@mu.edu



Marquette.edu/hr