# New Employee Welcome

Fairview: Your Benefits



**EMPLOYEE SERVICE CENTER: 612-672-5050** 



# **Retirement Savings Plans**



Fidelity administers our 403(b) and 401(k) retirement plans, which allows you to set aside pre-tax **and/or** post tax (Roth) dollars for retirement.

Manage your account, deduction percentage, investment elections and beneficiary designations online: <u>Netbenefits.com/Fairview</u> or by phone; 800-343-0860

### **Employee Contributions – All Employees**

- No authorized hours requirements for employee contributions
- Contribute up to 85% of eligible salary to annual maximum of \$19,000 (\$25,000 if age 50+)
- Automatic enrollment at 3% contribution level following 30 days of employment
  - Excludes: Twin Cities MNA, Local 113 Twin Cities Service Workers, and Local 70 Engineers



# Retirement Savings Plans

### **Union Pensions**

### **Employees with Union Pension Plan**

- Twin Cities MNA
- Local 70 Engineers
- Local 113 Twin Cities Service Workers

Employees in these unions may still contribute to a 403(b) but refer to your union contract for employer contribution details.

Information can be found either in your union bargaining agreement or by contacting your pension administrator.

# Retirement Savings Plans Fairview Employer Contributions

### **Employer match contribution:**

- Contributions made up to 6% will be matched at 50% (i.e. 3% maximum match).
- Match will be made bi-weekly if actively contributing. Immediate eligibility.

### **Employer discretionary base contribution:**

#### 1) First, meet initial eligibility:

Be age 21 and have worked 1,000 hours by first anniversary of employment (non-contract and some eligible contract groups).

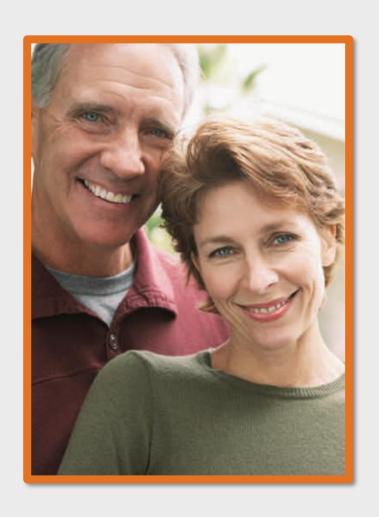
### 2) Then meet contribution eligibility:

Worked at least 1,000 hours annually (Jan-Dec) and employed on Dec. 31st

### 3) If ALL eligibility is met:

Eligible to receive contribution of 3% on <u>eligible wages earned after</u> initial eligibility. Eligibility is measured each calendar year and a contribution, if earned, is made annually.

# **Retirement Savings Plans**



# **Vesting Schedule for Employer Contributions:**

Must work 1,000 hours per payroll calendar year to earn 1 year of vesting credit.

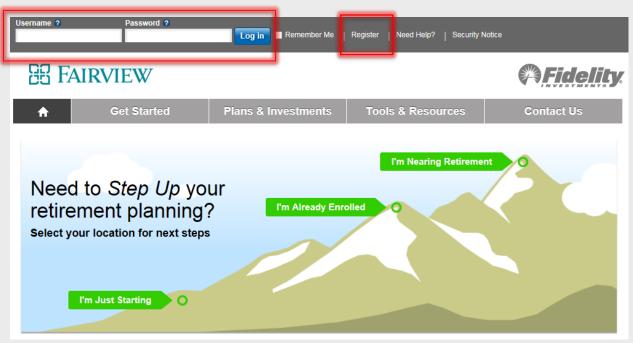
$$✓$$
 1 year = 30%

$$\checkmark$$
 2 years = 60%

$$√$$
 3 years = 100%

### Retirement to-do:

# Manage your account



Netbenefits.com/Fairview

- Log-in / Register
  - Change deduction/ Opt-out
  - Investments
  - Beneficiary designations
- Rollovers
  - Contact Fidelity



# **Health & Welfare Benefits**

### **Enrollment:**

- You will receive an email when you are able to enroll online.
- Access is typically available starting Thursday afternoon after first day of employment.
- You have <u>31 days</u> from date of eligibility to enroll.
- Choose carefully; unless you have a qualifying life event you <u>cannot</u> make changes until Open Enrollment.

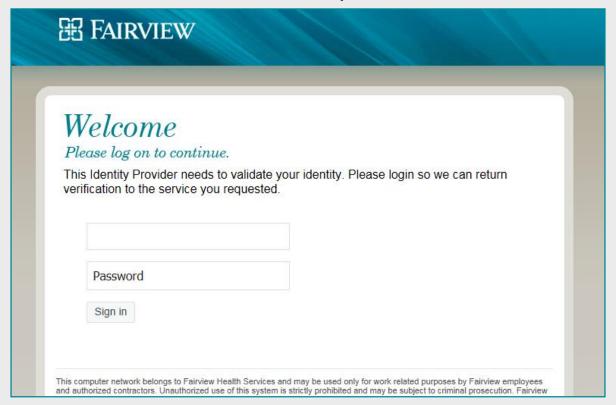
### **Effective Date:**

 New Hire: effective date based on your employee group and may be different for each benefit.

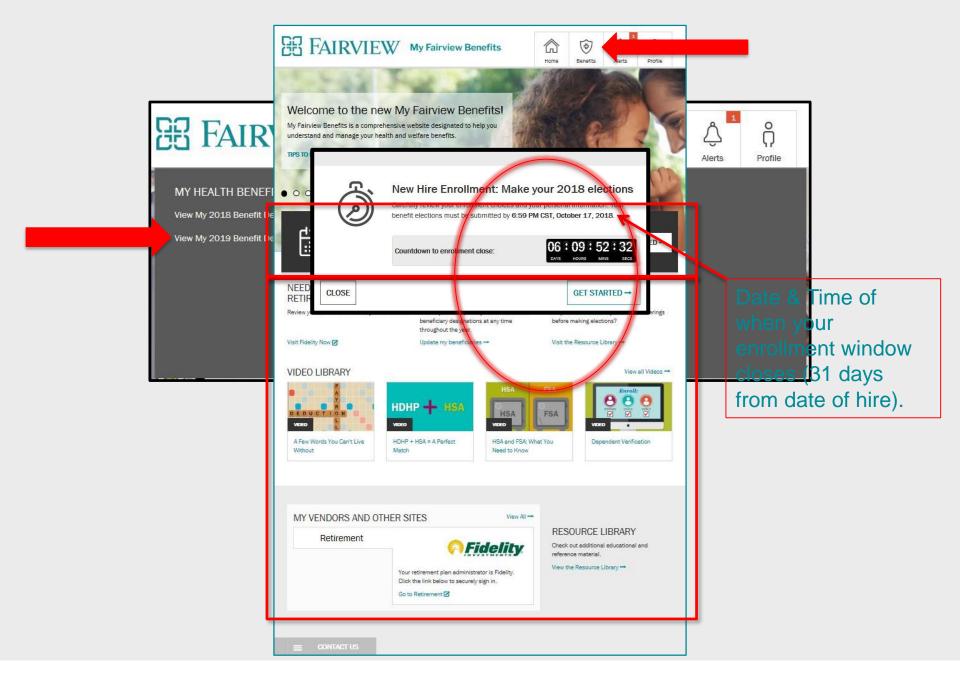
# **My Fairview Benefits**

### **Login Page:**

- Fairview Intranet -> Benefits & Services -> My Fairview Benefits
- Enter your Fairview username and password





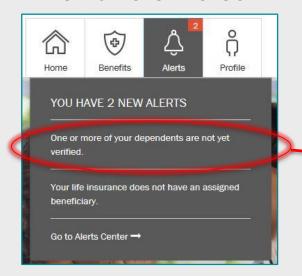


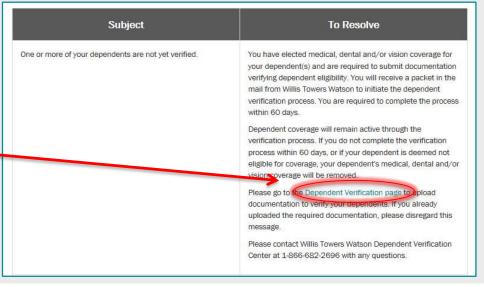
# **Dependent Verification**

Willis Towers Watson manages the dependent verification process.

- Required to provide documentation to show that the individual(s) you enrolled are eligible for coverage.
- You have <u>60 days</u> to provide documentation or your dependent(s) coverage will be terminated.

 Documents can be uploaded to the website, mailed or faxed to Willis Towers Watson.







# **Benefit Premiums**

- Cost for each benefit is deducted from your bi-weekly paycheck
- Premiums are deducted the paycheck following your effective date for each benefit
- Premiums can be found on:
  - My Fairview Benefits enrollment website
  - My Total Rewards link (sent by your recruiter or manager)

### Medical and Dental Premiums are based on:

- How many dependents you cover (10 different tiers)
- What plan you choose
- Your authorized hours noncontract employees only (some exceptions apply)
- Applies to medical premiums only: Your smoking status your status remain in effect for the entire plan year (even if you have a status change mid-year)

### **Preferred Health Narrow Network plan (\$500)**

Deductible (embedded):	\$500 individual / \$1,000 family
In-network Coverage:	<ul> <li>Tier I: Enhanced Value Providers</li> <li>90% after deductible for most services</li> <li>Fairview Hospitals &amp; Clinics, Fairview Physician Associates, UMPhysicians, HealthEast Hospitals &amp; Clinics</li> <li>Tier II: PreferredHealth Network</li> <li>80% after deductible for most services</li> <li>North Memorial, Children's Hospital &amp; Clinics</li> </ul>
Out of pocket max:	\$3,000 individual / \$6,000 family
Out of Network Coverage:	No coverage, except for ER
Traveler & Student Out of Area Coverage:	No coverage Use Aetna Signature Administrators network for discounts

Preferred Health	Narrow Network High Deductible plan (\$1500)
Deductible (non-embedded):	\$1,500 individual / \$3,000 family
In-network Coverage:	<ul> <li>Tier I: Enhanced Value Providers</li> <li>90% after deductible for most services</li> <li>Fairview Hospitals &amp; Clinics, Fairview Physician Associates, UMPhysicians, HealthEast Hospitals &amp; Clinics</li> <li>Tier II: PreferredHealth Network</li> <li>80% after deductible for most services</li> <li>North Memorial, Children's Hospital &amp; Clinics</li> <li>Tier III: Open Access 200 Network</li> <li>60% after deductible</li> <li>Higher out of pocket maximum (\$6,650 individual / \$13,300 family)</li> </ul>
Out of pocket max:	\$3,000 individual / \$6,000 family
Out of Network Coverage:	No coverage, except for ER
Traveler & Student Out of Area Coverage:	Use Aetna Signature Administrators network to get Tier II coverage



# **Open Access High Deductible plan (\$2700)**

	( ) — ( ) —
Deductible (embedded):	\$2,700 individual / \$5,400 family
In-network Coverage:	<ul> <li>Tier I: Enhanced Value Providers</li> <li>90% after deductible for most services</li> <li>Fairview Hospitals &amp; Clinics, Fairview Physician Associates, UMPhysicians, HealthEast Hospitals &amp; Clinics</li> <li>Tier II: Open Access 200 Network</li> <li>80% after deductible for most services</li> </ul>
Out of pocket max:	\$5,000 individual / \$10,000 family
Out of Network Coverage:	<ul> <li>80% after deductible</li> <li>Must pay cost difference</li> <li>Higher out of pocket maximum (\$7,500 individual / \$15,000 family)</li> </ul>
Traveler & Student Out of Area Coverage:	Use Aetna Signature Administrators network to get Tier II coverage

#### For all medical plans:

Search providers:

www.preferredone.com/fairview

Search by plan and tiers

#### Select your Plan Network

PreferredHealth Narrow Network Plan (\$500 deductible)

Enhanced Value Providers - Tier I PreferredHealth Network - Tier II

PreferredHealth Narrow Network High Deductible Plan (\$1,500 deductible)

Enhanced Value Providers - Tier I

PreferredHealth Network - Tier II

PreferredOne Open Access Network 200 Directory - Tier III

Open Access High Deductible Plan (\$2,700 deductible)

Enhanced Value Providers - Tier I

PreferredOne Open Access Network 200 Directory

Twin Cities MNA Care Team Plan

Fairview Care Team Directory

Twin Cities MNA Open Access Plans

Fairview MNA Tiered Open Access - Tier I

PreferredOne Open Access Network 200 Directory - Tier II

Twin Cities MNA High Deductible Plan

PreferredOne Open Access Network 200 Directory - Tier I

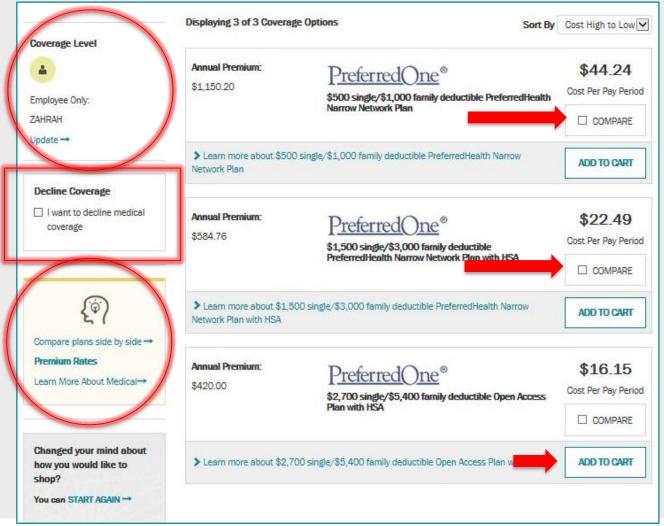
Traveler Network

- Preventive services covered at 100% at in-network providers.
- One annual eye exam covered 100% at in-network providers.
- Prescriptions drug are subject to the deductible before the plan pays
- You receive a better benefit if you use a Fairview Pharmacy
- 90-day maintenance prescription for the cost of 2.5 prescriptions (after deductible)
- Rx formulary and specialty drug lists: <u>www.clearscript.org</u>



# **Medical Insurance to-do:**

Choose Your Plan Option



- □ PreferredHealth Narrow Network plan (\$500)
- □ PreferredHealth Narrow Network High Deductible plan (\$1500)
- □ Open Access High Deductible plan (\$2700)
- Waive (do nothing)



# **Savings Account**

# Health Savings Account (HSA)

#### **Administered by Optum**

- Set aside pretax money to fund current and future health expenses
- Tax advantages: pretax contribution, tax-free interest, tax-free distribution
- Portable, roll over any unused balances year to year
- The IRS sets the annual maximum contributions (\$3,500 individual, \$7,000 family). An additional \$1,000 catch up if you are age 55 or older.
- Fairview contributes \$250 individual / \$500 family (pro-rated) if enrolled in the \$1,500 medical plan.

#### **Eligibility**

- You are eligible to contribute to an HSA if you are enrolled in a qualified high deductible health plan (\$1,500 and \$2,700 deductible plans).
- You will need to complete an eligibility questionnaire to determine if you can participate in an HSA.

# **Spending Accounts**

# Health Care Spending Account (HCSA)

### **Administered by VIA Benefits**

- Set aside pretax money (\$130-\$2,650 per year) to pay for medical expenses for you and your eligible dependents.
- Use it or lose it account can roll over up to \$500 into next plan year
- IRS requires itemized receipts for all claims. If substantiation is not provided, your card may be suspended.
- Download VIA Benefits app to easily upload receipts, track balance, etc.
- If enroll in an HSA, you may enroll in a 'limited purpose' spending account (dental and vision expenses only).

# **Spending Accounts**

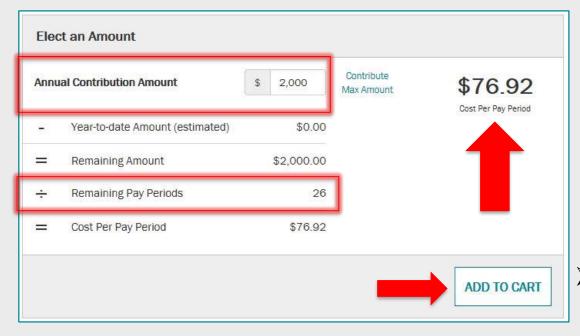
# Dependent Care Spending Account (DCSA)

### **Administered by VIA Benefits**

- Set aside pretax money, \$130-\$5,000 per year per household, to help pay for the care of your dependents under the age of 13.
- Use it or lose it account (by end of plan year).
- VIA Benefits will mail you a card if enrolled.

# Saving and Spending Accounts to-do:

### What Works for You?



#### Consider one or more:

- ☐ Health Savings Account (HSA)
- Health Care Spending Account (HCSA)
- □ Dependent Care Spending Account (DCSA)
- These are all optional accounts and you are not required to enroll. If you do decide to enroll in any of these accounts, the minimum is \$130 annually.

# **Dental Plans**

# **Plan Options**

### **Administered by Delta Dental**

#### **Delta Premier**

Larger network of providers

Lower premiums

Lower coverage on select services

Annual deductible (\$25/\$75)

Annual maximum applies

### **Delta PPO**

Smaller network of providers

Higher premiums

Higher coverage on select services

No deductible

No annual maximum

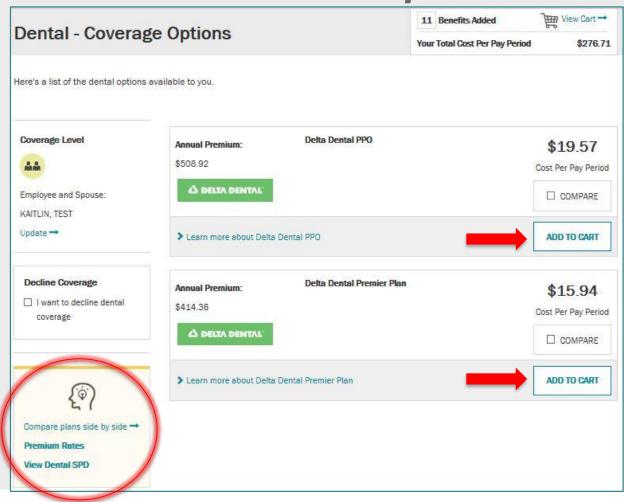
Orthodontic coverage (50%) available under both plans for children under age 19.

Search for providers online at www.deltadentalmn.org



### **Dental to-do:**

# **Choose Your Plan Option**



- ☐ Delta Premier
- □ Delta PPO
- □ Waive (do nothing)

# **Vision Plan**

### Administered by VSP

Prescription Glasses = \$25 copay

#### Frames/Lenses:

- Up to \$150 allowance for frames
- Up to \$170 allowance for featured frame brands
- 20% savings on the amount over your allowance

#### **Contact Lens:**

Up to \$130 allowance for contacts (instead of glasses)

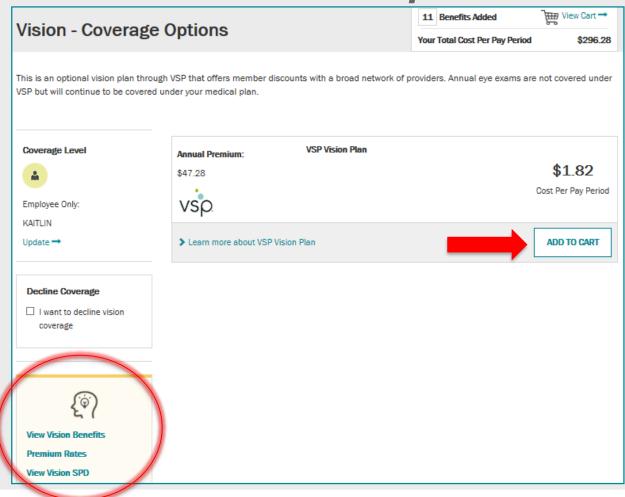
### Search for providers online at www.vsp.com

Does not cover annual vision eye exam (covered under medical plan).

Fairview Optical Shops are not VSP providers but there is a 40% discount if enrolled in a Fairview medical plan. If enrolled in the VSP plan, you may also receive the out of network benefit.

# Vision to-do:

# Choose Your Plan Option



- □ VSP Vision Plan
- □ Waive (do nothing)

# Good to know...

A volunteer group of employees serve as benefits tutors and are available to assist you with language, technology or benefits barriers.



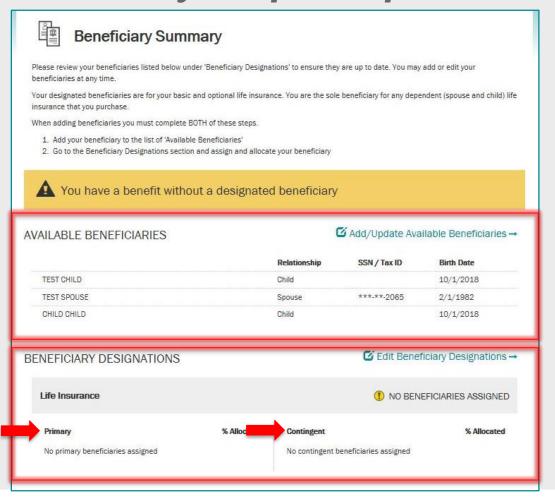
# Life Insurance

### **Administered by Prudential**

- Fairview pays for your basic life insurance based on your employee group.
- You have the option to purchase additional life insurance for:
  - yourself, spouse and/or child
- Cost is based on age and amount of coverage; rates are available on the My Fairview Benefits website.
- Basic, optional, and spouse life insurance will reduce to 65% at age 70 and to 40% at age 80.
- Evidence of Insurability (EOI) may be required based on your elected coverage amount.

# Life Insurance to-do:

# Choose your plan options



#### **Basic Life Insurance**

# Designate beneficiar(ies) for life insurance

- Non-contract defaults to \$10k but Fairview pays up to 1x salary
- ➤ Union groups refer to contract

#### **Additional Life Insurance**

- ☐ Optional Employee life
- ☐ Spouse life
- ☐ Child life



# **Disability**

### **Administered by Prudential**

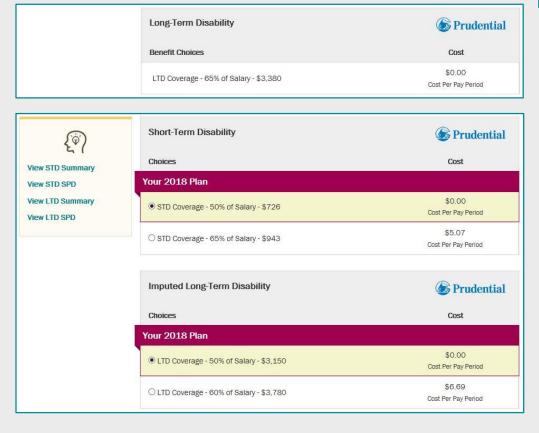
Short Term Disability (STD) and/or

### Long Term Disability (LTD)

- Fairview offers disability coverage based on employee group and authorized hours.
- Disability would cover medical and maternity leaves.
- Some employee groups have the option to purchase a higher level of coverage.
  - EOI will be required outside of new hire enrollment.

# **Disability to-do:**

# Choose your plan options

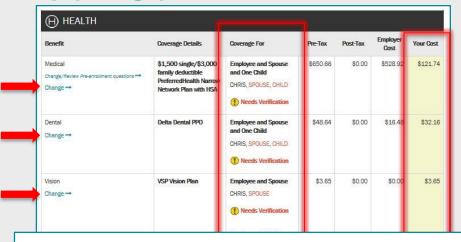


# **Disability**

- Union groups whose STD or LTD is paid for by the union will only need to click on "Add All Items to Cart."
- If eligible to buy-up, your options will be listed.
- Default coverage varies based on your authorized hours or your union contract



# **Your Cart**



- ✓ Verify you have your dependents enrolled
- ✓ Click "Change" to make changes to any of the benefits.

Dramiume are deducted

You must click the CHECKOUT button before your elections will be processed and your enrollment is complete.



Health Savings Account Change →	Amount: \$6,316	\$1,579.00	\$0.00	\$0.00	\$1,579.00
Limited Purpose Health Care Spending Account Change →	Amount: \$130	\$26.00	\$0.00	\$0.00	\$26.00
Dependent Care Spending Account Change →	Amount: \$3,000	\$600.00	\$0.00	\$0.00	\$600.00
PROTECTION					
Benefit	Coverage Details	Coverage For Pre-Tax	Post-Tax	Employer Cost	Your Cost
Benefit  Optional Life Insurance + AD&D  Change →	Coverage Details  Employee Life - 4x Salary: \$304,000  Pending approval of Employee Life - 7x Salary: \$532,000	Coverage For Pre-Tax \$8.49 \$15.22	Post-Tax \$0.00		Your Cost \$6.49

You must click "CHECKOUT" to finalize your elections.



# Confirmation

2018 New Hire Enrollment

#### Confirmation



You have successfully purchased your 2018 benefits! You have until 11:59 PM CST, October 26, 2018 to revise your elections.

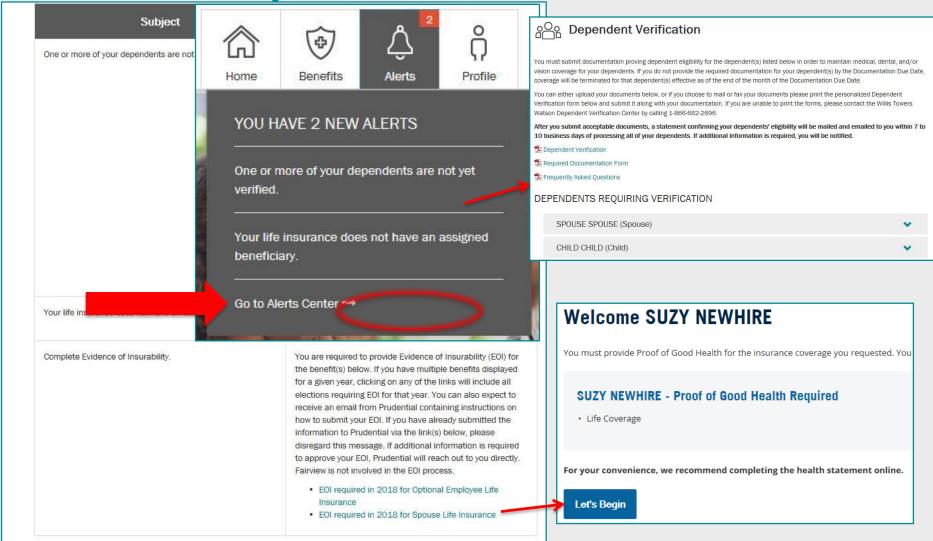
After this date, your elections will be final and cannot be changed until the next Open Enrollment period or you experience a qualifying life event, such as marriage or a birth.

View and print a receipt for your records -

What you can do next:

- ✓ Print a copy for your records
- √ You have 31 days to enroll
- ✓ You can go in as often as you like to review and update your benefits.

# **Actions Required after Elections**



### Resources



Employee Service Center representatives can answer your benefits and payroll questions.

- ✓ Call 612-672-5050 or 877-903-5050
- ✓ Monday-Friday, 7:30 a.m. 5 p.m.
- √ E-mail esc@fairview.org
- My Fairview Benefits website
- You have <u>31 days</u> from date of eligibility to enroll.

New Employee Welcome

# Welcome to Fairview!

