

# Separation from employment benefits information



Benefit	Plan and Contact	What happens to my coverage?
<p><b>COBRA Continuation Coverage</b></p> <p><b>Medical, Dental, Vision and EAP</b></p>	<p>TELUS Health COBRA Administrator 855-274-8493</p> <p><a href="https://dol.gov/agencies/ebsa/laws-and-regulations/laws/cobra">dol.gov/agencies/ebsa/laws-and-regulations/laws/cobra</a></p>	<p>Healthcare benefits end at midnight on your last day of work. You and your covered dependents may be eligible to enroll in COBRA, which allows you to temporarily remain on the same plan you had through the university without a break in coverage.</p> <ul style="list-style-type: none"> <li>• A COBRA enrollment packet will be mailed to your home address on file with the university approximately two weeks following the loss of coverage. <b>Please keep your address updated.</b></li> <li>• You will pay 100% of the plan cost of coverage, plus a 2% admin fee.</li> <li>• You must enroll in COBRA within 60 days of separation.</li> </ul> <p>You may remain on COBRA for 18-36 months, depending on your circumstances.</p>
<p><b>Health Savings Account</b></p> <p><b>Flexible Spending Accounts</b></p>	<p>Health Equity 888-769-8696 <a href="https://healthequity.com">healthequity.com</a></p>	<p>Health Savings Accounts remain active after separation from the university and are yours to take with you. You can choose to leave the balance with Health Equity or transfer it to another HSA account. Note that the university will no longer pay any account fees after you separate from employment.</p> <p>Health Care Flexible Spending Accounts and Dependent Care Flexible Spending Accounts are not transferable upon separation. You have 90 days from your last day of work to submit claims to your Health Care FSA or Dependent Care FSA. Any balances remaining after that date will be forfeited.</p> <p>For assistance submitting claims or transferring an account balance, please contact Health Equity.</p>
<p><b>Leave and Comp Time</b></p>	<p>Benefit Services <a href="mailto:benefits@uidaho.edu">benefits@uidaho.edu</a></p>	<p>Annual leave and comp time balances are paid out in your final paycheck. You may also donate unused annual leave to the shared leave pool.</p> <p>Sick leave balances are not paid out and have no cash value. They are forfeited upon separation but will be reinstated if you return to work with the university or another state agency within three years.</p>

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<b>Group Life Insurance</b>	<p>The Standard 800-378-4668 <a href="http://standard.com">standard.com</a> Plan #645326</p> <p>NCPERS 800-525-8056 Plan #11011-250-3000</p>	<p>If you are enrolled in life insurance through The Standard or through NCPERS, you may be eligible for life insurance portability or conversion options. If you are interested in exploring these options, contact the provider as early as possible. You must submit your application within 30 days (NCPERS) or 31 days (The Standard) of separation from employment.</p>
<b>Base Retirement Plans</b>	<p>PERSI 800-451-8228 <a href="http://persi.idaho.gov">persi.idaho.gov</a></p>	<p>You may choose to leave your funds with PERSI until retirement, roll them over to another account or withdraw them. Early withdrawals may be subject to taxes and penalties. Be sure to understand whether you are already vested in PERSI as this may affect your options (members are vested in PERSI after 60 months of participation). For more information, please visit the PERSI website.</p>
	<p>Fidelity 800-343-3548 <a href="http://fidelity.com">fidelity.com</a></p>	<p>If you contribute to Fidelity, you are vested from your date of hire. Upon separation, you may choose to leave your funds with the vendor, roll them into another retirement account or withdraw them according to contract guidelines. Early withdrawals may be subject to taxes and penalties. For more information, please contact the vendor.</p>
<b>Supplemental Retirement Accounts (SRAs)</b>	Contact the vendor	<p>If you contribute to an SRA such as a 403(b), 457(b), Roth 403(b) or Roth 457(b), please contact the vendor for assistance.</p>
<b>Corestream Voluntary Benefits</b>	<p>855-952-1600 <a href="mailto:customerservice@corestream.com">customerservice@corestream.com</a></p>	<p>To continue your voluntary benefits (AFLAC, MASA, home, auto or pet insurance, etc.), you must contact Corestream to arrange other payment options.</p>
<b>Payroll</b>	<p>Payroll Services 208-885-3638 <a href="mailto:payroll@uidaho.edu">payroll@uidaho.edu</a></p>	<p>Print and save any previous paystubs and W-2 forms you may need for future reference. Your final W-2 will be mailed to your home address by Jan. 31 of the year following your separation. Visit <a href="http://uidaho.edu/payroll">uidaho.edu/payroll</a> if you need to update your mailing address.</p>