Travel at Home
Benefits Summary

University of Rochester

HEALTH CARE
The University of Rochester offers two Health Care Plan options:
• YOUR PPO Plan
• YOUR HSA-Eligible Plan
Coverage options include employee only, employee and children, employee and spouse/domestic partner, or family. Your Plan is administered by Ex-cellus BlueCross BlueShield (BCBS). Health care coverage will be effective on the 1st day of the month following your date of hire, or on your date of hire if that occurs on the 1st of the month.
Find additional information at rochester.edu/totalrewards/health.

FLEXIBLE SPENDING ACCOUNTS (FSA)
FSA options include:
• Health Care FSA
• Limited Purpose Health Care FSA (must be enrolled in the HSA Health Plan)
• Dependent Care FSA
FSA elections will be effective on the 1st day of the month following your date of hire, or on your date of hire if that occurs on the 1st of the month.
Find additional information at rochester.edu/totalrewards/fsa.

HEALTH SAVINGS ACCOUNT (HSA)
If you are enrolled in the YOUR HSA-Eligible Plan you may choose to contribute to an HSA. HSA elections will be effective on the 1st day of the month following your date of hire, or on your date of hire if that occurs on the 1st of the month.
Find additional information at rochester.edu/totalrewards/hsa.

RETIREMENT PROGRAM
Voluntary Contributions
Begin making Voluntary Contributions' to the Retirement Program at any time.

University Contributions
Travel at Home staff members are eligible for University Contributions' after 2 years of service in which they work a minimum of 1,000 hours per Plan Year. The University Direct Contribution is 6.2% of your eligible compensation, up to the breakpoint of $63,100, then 10.5% of eligible compensation in excess of the breakpoint, up to the IRS limit ($305,000).
Find additional information at rochester.edu/totalrewards/retirement.

ENROLLMENT DETAILS
(Health Care, FSA, HSA)
To enroll, contact Total Rewards at:
Phone: 585-275-2084
Email: TotalRewards@rochester.edu

1. Go to TIAA.org/rochester and click “Ready to Enroll.”
2. Click “Register with TIAA.”
3. Follow the on-screen instructions to complete your enrollment. You will select your contributions, investment choices, and beneficiaries.
**WELL-U**

The University’s wellness program, Well-U, provides employees with programs such as:

- Emotional & mental health resources
- Physical fitness development opportunities
- Food & nutrition support

Find additional information, including eligibility requirements, at rochester.edu/well-u.

**UR MEDICINE EAP**

Professional & confidential guidance provided at no cost for employees and their immediate family members. UR Medicine EAP will help assess issues and provide short-term counseling and referrals as needed with life events.

Find additional information at urmc.rochester.edu/eap.

**FAMILY CARE PROGRAM**

The University’s Family Care Program offers:

- The Children’s School at URMC - Priority placement and 10% discount
- Child Care Select - 10% discount at any KinderCare location

Find additional information at rochester.edu/totalrewards/family/.

**LONG-TERM CARE**

Long-term care (LTC) insurance pays for home health care, assisted living, and nursing home care to help people with the functions of day-to-day living when it becomes too difficult to do it on your own.

**BUSINESS TRAVEL INSURANCE PLAN**

The University provides benefits in case of accidental death, dismemberment, or paralysis while traveling on approved University business away from the principal place of employment for periods of 365 days or less. The travel assistance card is available online at rochester.edu/benefits/health/healthcare_traveling and should be printed and carried with participants.
Leave, Disability, and Vacation

Find information about your job classification, standard work hours, etc. using the Benefits Eligibility Key, found on HRMS (rochester.edu/people) by following the path Main Menu > Self Service > Benefits > Benefits Eligibility Key.

SHORT-TERM DISABILITY

Statutory pay (pay required by NYS) begins on the 8th consecutive day of disability absence. Employees must have at least 4 weeks of service to be eligible.

HOLIDAYS


Hourly paid staff members who work either on the University holiday or the legal holiday receive holiday pay in the form of double time for hours worked.

Additional information about leave, disability, and vacation can be found on rochester.edu/human-resources/benefits/leave-disability/.

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The University reserves the right to modify, amend, or terminate these plans at any time. This document provides only a summary of the main features of the plan. Detailed information on the benefit plans is available on the Total Rewards website at rochester.edu/totalrewards.

1 Refer to the Retirement Program’s eligibility page of the Total Reward’s website for detailed eligibility information.