



FLORIDA STATE UNIVERSITY
OFFICE OF HUMAN RESOURCES

HR Forum

Important Employee Benefits Reminders

February 27, 2020

HR Updates

EDM Special Projects

Summer Mass Appointment Process

- Begins March 2, 2020, for Graduate Assistants and Faculty.
- See HR website for [Mass Appointment Schedules](#).

Courtesy Electronic Appointment Process

- Courtesy ePAF is available for department use. This can be used to terminate appointments.
- Courtesy appointment process is now an electronic submission. Remember to add employee ID if there is one.
- Monitor your My Tasks. You must submit the “Supplemental Documents” page.
- [Unpaid Visiting Scholar Job Aid](#) is now available on the HR website.

HR Updates

Employee & Labor Relations

USPS Performance Evaluations

- USPS evaluations are available in OMNI HR ePerformance.
- Evaluation period measures performance from January 1, 2019 – December 31, 2019.
- All documents are due on **March 2, 2020**.
- Online training guides: www.hr.fsu.edu/eperformancetraining.
- ELR Main Line: (850) 644-6475

HR Updates

Employee Data Management

2020 W-4 Form

- The electronic 2020 W-4 form is now available in Smart Onboarding. Effective February 12, 2020, original invitations launched include the electronic 2020 W-4 form. Original invitations launched February 11th or earlier will require a completed [2020 W-4](#) form attached to the Supplemental Documents page.

HR Updates

Attendance & Leave

Postdoc Paid Time Off

- Paid Time Off (PTO) for Postdoctoral Scholar Employees will be effective March 6, 2020.
- Postdocs will be credited their first accrual at the conclusion of the pay period.
- Training sessions (COAL02) on policy administration and time entry are scheduled for March 11th and 24th.

HR Updates

Employment & Recruitment Services

Tips for Confirming a Top Candidate's Qualifications

- Education
- Experience
- Certification/Licensure

New Web Page Coming Soon!

Important Employee Benefit Reminders

Kacy Ellis, *HR Specialist*, Retirement

Donna Grubb, *HR Specialist*, Insurance

Benefits – Shared Savings Program

Kodie Nix, *Project Manager*, Division of State Group Insurance

- [Shared Savings Program](#)
 - Voluntary rewards program
 - Rewards employees for making informed and cost-effective decisions about healthcare services
 - Available to employees and dependents who are enrolled in a State Group Insurance health plan
- Vendors:
 - [Healthcare Bluebook](#)
 - [Surgery Plus](#)
 - [Chard Snyder](#)

Shared Savings Program



Did you know you can shop for healthcare services and
EARN REWARDS?

The State of Florida offers a Shared Savings Program to reward you for making informed decisions about your healthcare.



Healthcare Bluebook™



Shared Savings Program

Shared Savings Program

- Earned rewards can be used to pay for out-of-pocket medical, dental, vision, and prescription costs.
- Available to all State Group Insurance health plan enrollees and their dependents.



Shared Savings Program



Healthcare Bluebook™

A healthcare transparency portal that allows enrollees the opportunity to search and find high quality healthcare facilities at low costs by procedure. Members can earn rewards by first searching online and then having their medical procedure completed at one of these high-quality, low-cost facilities.

Healthcare Bluebook

1. SHOP FOR CARE
2. USE A GREEN FACILITY
3. EARN REWARDS

Arm MRI (No Contrast)

Fair Price **\$1,262**

\$393

\$1,757+

**\$25
Reward**

Go Green to Get Green

You can earn a reward for selecting a Fair Price provider for this procedure.

[LEARN MORE](#)

PROVIDER COST RATINGS¹

Providers are displayed by cost rating - least expensive to most expensive. Check the provider's network status and price before making an appointment.

COST ● At or Below Fair Price ▲ Slightly Above Fair Price ● Highest Price

Always check network status before seeking care.

Facilities ^

Distance ^

Rating v

Proscan Imaging Of Carmel (~ 13 miles)



Merton Medical Imaging (~ 3 miles)

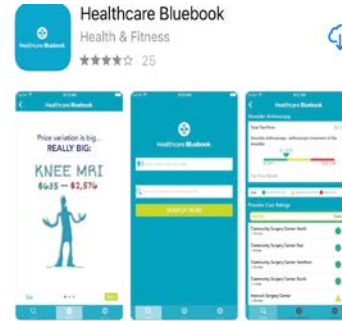


Medical Diagnostics South (~ 7 miles)



Healthcare Bluebook Mobile App

Download Healthcare
Bluebook Mobile App Today!!!
Access code: SOF



 This is the "Settings" screen of the app. At the top, it says "Healthcare Bluebook" and "Settings". Below that, it prompts "We need your zip code" with a "Use Current Location" button. There is a text input field for "Enter Zip Code or City & State". Below this are three large buttons: "MY EMPLOYER PROVIDES BLUEBOOK", "I AM A PHYSICIAN", and "ALL OTHERS". At the bottom, there is a "Privacy Settings" link with a right arrow. The version number "2.2.6" is displayed in the bottom right corner. The bottom navigation bar includes "Search", "About", and "Settings" icons.

 This screen is for entering a "Company Code or Mobile Access Code". It starts with a back arrow and the app title. A paragraph explains that users need to enter their company code or mobile access code if their employer provides access. Below this is a text input field for "Enter Code" and a yellow "GO" button. A section titled "Where can I find my code?" with a lightbulb icon provides instructions on how to find the code. At the bottom, there is a "Help!" link with a right arrow. The bottom navigation bar includes "Search", "About", and "Settings" icons.

 This screen is for entering a "People First ID". It starts with a back arrow and the app title. Below the app logo, a paragraph states that State of Florida Health Insurance plan enrollees and their dependents are eligible to access the app. Below this is a text input field for "People First ID" and another for "Date of Birth - MM/DD/YYYY". There are "Back" and "Go" buttons at the bottom right. The bottom navigation bar includes "Search", "About", and "Settings" icons.

Shared Savings Program



A bundled surgical services program that provides top-quality surgeons and a full-service patient care advocate for enrollees non-emergency procedures. Members can earn rewards by utilizing SurgeryPlus and then sharing in state savings.

SurgeryPlus

Surgical Process



Plan Type	Member's Responsibility	\$ Incentive*
PPO	Deductible and Coinsurance	\$500 - \$6,000
HDHP	Deductible and Coinsurance	\$500 - \$6,000
HMO	Copay Only	\$500 - \$6,000

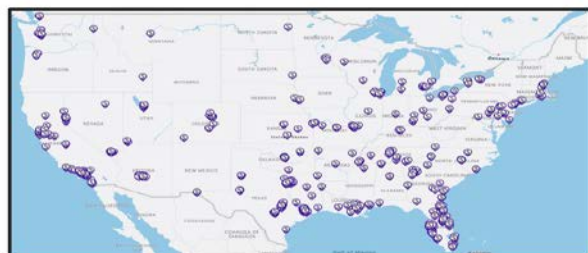
Surgeons of Excellence Credentialing More Comprehensive Evaluation Process (cont'd)

* Unlike some of our peers, our quality starts with the physician; a poor doctor will lead to a poor result even in the best facility



SurgeryPlus Surgeons of Excellence

National Network and Tampa Network



Tampa, FL	Category	Covered?	5+ Facilities
Orthopedics	Spine	✓	✓
General	GYN	✓	✓
Thyroid	GI	✓	✓
Cardiac		✗	✗



Legend: SurgeryPlus Provider

Source: SurgeryPlus Provider Network as of March 7, 2019.

SurgeryPlus

Care Advocates Handle It All

Full-Concierge Service Creates a Better Member Experience



Managed by the Metrics for Scalability



(1) Excludes General Surgery inquiries

SurgeryPlus

Healthcare Bluebook & SurgeryPlus



- Connected to your In-Network providers
- Focuses on facility cost and quality per procedure
- Mobile app and Desktop
- Shop, use a **Green Facility** and **Earn Rewards!**
- 12-month search history
- In & Outpatient procedures



- Additional Network
- Focuses on Surgeries and Surgeons of Excellence
- Call a dedicated Care Advocate when you need surgical care.
- Locate available surgeons or start a live chat with a dedicated Care Advocate on member portal.
- Travel benefit, if needed
- Bundled service pre- to post-op, up to 90 days
- Utilize and **Earn Rewards!**

Savings and Spending Accounts

- Earned rewards are deposited into a tax-free savings and spending account.
 - Health Reimbursement Account (HRA) and Post-deductible HRA
 - Health Savings Account (HSA)
 - Healthcare / Limited Purpose Flexible Spending Account (FSA)



More Information...

Learn more about the Shared Savings Program:

https://www.mybenefits.myflorida.com/health/shared_savings_program

Learn more about Savings / Spending Account and Eligible Expenses:

https://www.mybenefits.myflorida.com/health/savings_and_spending_accounts

Or

<https://www.irs.gov/pub/irs-pdf/p502.pdf>



Benefits – FICA Alternative (Bencor)

- Florida State University has implemented a qualified retirement plan, **BENCOR 401(a) FICA Alternative Plan**, for part-time, seasonal, or temporary employees who are not covered by the Florida Retirement System.
- In lieu of paying 6.2% of employee wages for Social Security taxes, the employee will now contribute 7.5% of pre-tax wages into an individual investment account. Medicare contributions at 1.45% will continue to be withheld from paychecks.
- **Participation in this plan is mandatory for all eligible employees.**

Benefits – FICA Alternative (Bencor)

- **FICA Alternative Plan – [Bencor](#)**
 - Distribution of funds and direct rollover requests
 - 4-6 weeks after final contribution
 - Must be in TER status

Benefits - Insurance

- www.hr.fsu.edu > HR Sections > Benefits > Insurance
 - Resources
 - OPS Employee Insurance Eligibility
 - [Eligibility](#) – OPS eligibility requirements
 - [Break in Service](#) – impact of insurances when employees transfer jobs/pay groups
 - [Measurement Matrix](#) – Measurement Periods (new hire and open enrollment)

Benefits - Insurance

- People First Reminders – www.peoplefirst.myflorida.com
 - 1095-C Forms
 - People First Home Page > Insurance Benefits > Health Insurance Tax Forms
 - Home & Mailing Address Updates
 - OMNI HR > Employee Self Service > Personal Information

Benefits - Employee Insurance Eligibility

- Full-time salaried position to OPS position
 - Transfers from a full-time salaried position to an OPS position (any FTE)
 - Terminates their salaried position (w/benefits) but stays in OPS (any FTE)
- Example:
 - Sally Seminole terminates her 1.00 FTE A&P position and is immediately hired into a 0.25 FTE OPS position.
 - All eligible State of Florida insurances transfer to OPS position.

Benefits - Employee Insurance Eligibility

- Full-time position to part-time FTE – Same position type
 - Salaried employees keep full-time health rate. Next Open Enrollment Measurement Period determines next year's premium.
 - OPS employees always pay the full-time rate regardless of FTE. Next Open Enrollment Measurement Period determines OPS eligibility for benefits.

Benefits - Employee Insurance Eligibility

- OPS position to full-time salaried position
 - Benefits ineligible OPS that transfers to full-time salaried
 - Sally was hired into a 0.25 OPS position and was not eligible to enroll in insurances. She gains a 1.00 FTE USPS position and now has 60 days as a new hire to enroll.
 - Benefits eligible OPS (doesn't enroll) that transfers to full-time salaried
 - Sally was hired 0.75 OPS and eligible to enroll in insurances, but she did not enroll. She gains a 1.00 FTE USPS position but cannot enroll in insurances because this is not a [Qualifying Status Change \(QSC\)](#) event.

Benefits - Employee Insurance Eligibility

- Benefits coverage is terminated or transferred.
 - Employee enrolled in benefits gains coverage outside of FSU.
 - Employee must cancel coverage with People First.
 - Department is liable if coverage is not cancelled.
 - Employee enrolled in benefits ends employment, but position is not terminated timely in OMNI.
 - Employee and department liable for premiums until position is terminated in Job Data.
 - Employee transfers from other state employment.
 - State insurances transfer with the employee regardless of FTE..

Benefits - Employee Insurance Eligibility

- Rehiring OPS and salaried employees
 - New hire: OPS
 - Separated 6 full calendar months
 - Automatic re-enrollment if rehired less than 6 months from terminating another position
 - New hire: Salaried
 - Separated 1 full calendar month
 - When rehired into another salaried position

Contact & Resources

- [Human Resources Benefits webpage](#)
 - [Insurance](#)
 - [Retirement](#)
 - [Benefits and Perks](#)
 - [OPS Eligibility](#)
- Benefits Main Line: (850) 644-4015
- Insurance Email: insurance@fsu.edu
- Retirement Email: retirement@fsu.edu

Questions?

Up Next

Department Representative Meeting

Friday, March 13, 8:30 – 11:00 AM

FSU College of Medicine Auditorium

One-on-One Questions

Section	Representative(s)
Attendance & Leave	Cierra Moore
Benefits	Linda Lieblong
Compensation Services	Lisa Rosenthal
Diversity & Inclusion	Michelle Douglas
Workers' Compensation	Adline Norwood
FMLA	Denice Henderson
Employee & Labor Relations	Julie Ritter
Employee Data Management (EDM)	Anna Capenos
EDM Special Projects	Amy Walker
Employment & Recruitment Services	April Smatt
Equal Opportunity & Compliance	Tonya Edington
Facilities HR	Mike Brindisi
Faculty Relations	Adam Donaldson
Housing HR	Ashlee Shafer
Training & Organizational Development	Janet Fryman