Benefits Offered by Walla Walla University

Revised January 2018
Walla Walla University is proud to offer its employees a valuable and comprehensive benefits package. For your information, please feel free to review the resources below. If you have questions related to WWU benefits, you are welcome to contact Erika Sanderson, Ext. 2302.

**To access the HealthSCOPE Benefits Member Portal and your Explanations of Benefits (EOB), click here.**

For instructions on accessing the Member Portal, click here.

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**Benefit Presentations**

- Full-Time Salaried Employee Benefits Presentation
- Full-Time Hourly Employee Benefits Presentation
- Part-Time Employee Benefits Presentation
Overview

* Flexible Spending
  * Health FSA (Optional)
  * Dependent Care FSA (Optional)
* WWU Campus Benefits
  * Campus Perks
  * Vendor Discounts
  * WWU Services

* Non-Medical Insurance Plans
  * Supplemental Life Ins. (Optional)
  * Personal Accident Ins. (Optional)
  * AFLAC (Optional)
  * Long-Term Care Insurance (Optional)
  * Home & Auto Insurance (Optional)
  * Veterinary Pet Insurance (Optional)
* Retirement Plan
Flexible Spending Account (FSA)

Health Flexible Spending Account
Dependent Care Flexible Spending Account
Health FSA (Optional)

* When you use an FSA, you may elect to use pre-tax dollars to pay for your out-of-pocket medical expenses including deductibles, co-pays, and prescriptions.

* All you have to do is elect the amount you want withheld before taxes from each paycheck. Then use your WageWorks VISA debit card to pay.

* Election maximum = $2,650 per employee family unit
Flex Benefits: Additional Information

* Be sure not to elect more than you will need to cover expenses incurred by you and/or your family members during the plan year.

* You can carryover up to $500 at the end of the year.
* Any money over the $500 not used by the end of the plan year will not be returned to you under the “use it or lose it” rule.
Your dependent FSA lets you use **pre-tax** dollars to pay care expenses for children age 12 and under, or individuals unable to care for themselves.

- The care may be provided through live-in care, baby sitters, and licensed daycare centers.

- Schooling expenses at the Kindergarten level and above are not reimbursable.

- Election maximum = $5,000 per household
WWU PERKS

Campus Perks
WWU Vendor Discounts
WWU Services
Campus Perks

* **Free Parking**
  * Employees can enjoy free parking on all Campuses
  * Make sure to register your vehicle with Campus Safety and get a parking pass

* **Computer Labs**
  * Employees can log in at the computer labs using their Active Directory login information

* **Library**
  * There are libraries located at College Place Campus, Portland School of Nursing Campus, Billings MSW Campus, and Missoula MSW Campus
  * All employees can use the library services with their ID card
Campus Perks
(College Place Campus)

* **Intramurals**
  * Includes football, basketball, softball, soccer, volleyball & floor hockey

* **Athletic Complex**
  * Employees can use the Gym, Pool, Tennis Courts, Racquetball courts etc.
  * **Pool Pass** (Employee is free; family have to pay for card)
  * **Ball Class** ($45/quarter) – discounted rate
  * **Water Aerobics** ($45/quarter) – discounted rate
  * **Classes for children** – discounted rates
    * ALL Employees receive a $5.00 discount for all children’s classes
    * **Kidnastics** (ages 2 and up) (price varies based on level; $90 to $155/quarter)
    * **Swim lessons** (ages 6 months and up) $45/per session
**Campus Perks**

- **Campus Guest Room Rental** (College Place)
  - $60 a night
- **Rosario Cabin Rentals**
  - Current WWU faculty/staff pay 50% of listed prices.
  - Cabin rentals range from $60 to $155 (without discount)
- **Portland Dorm Rentals**
  - $50 a night for all employees
“CommUnity” (College Place Campus)

* CommUnity is a time for students, faculty, and staff to participate together in programs that enlighten, uplift, and challenge the campus community.
* Programs will foster faith in God, excellence in thought, generosity in service, and beauty in expression.
* Hourly employees do NOT have to clock out when attending CommUnity
WWU Vendor Discounts

* Verizon Wireless
  * 22% off Service
  * 25% off Accessories
* Sprint Wireless
  * 15% off Service
* Valvoline Instant Oil Change
  * 10% off Services
* Barnes & Nobles
  * 10% off (pick up discount card at WWU bookstore)
* Walla Walla YMCA
  * 10% off Monthly Membership
* Andy’s Market
  * 5% off at checkout
The WWU IT Department offers a variety of technical support services to WWU employees including discounted repairs on personal computers for all employees.

Employees can receive a discount on up to 5 Microsoft Office and Windows packages for personal use.

Please visit the IT Website for more information and a list of computer repair prices.

For any additional question, please contact IS by e-mail at support@wallawalla.edu or call at 509-527-2317 for more information.
University Health Clinic (UHC) offers medical care to all Walla Walla University employees and students.

* All employees are financially responsible for services provided; any charges can be applied to employee accounts.

* Call 509-527-2425 to schedule an appointment.

Note: We no longer have discounted services
The Parsonage Allowance is a special benefit that ordained ministers receive income tax free.

The housing allowance typically represents the Fair Market rental value of the minister's housing. The payments must be used in the year received.

For additional information, please contact Payroll (x2190).
Permanent employees working at least 20 hours per week may enroll without charge for up to six (6) free hours of credit each year.
NON-MEDICAL INSURANCE PLANS

Optional Coverage
- Supplemental Life Insurance
- Personal Accident Insurance
- AFLAC

- Long-Term Care Coverage
- Liberty Mutual Home & Auto
- Veterinary Pet Insurance
- LifeFlight Network
Supplemental Life Insurance (Optional)

* Eligibility
  * Full Time and Part Time Employees (20+ hours)
  * Spouses of Full Time and Part Time Employees
  * Dependents of Full Time Employees (Unmarried, 0-26)

* Coverage
  * Employee= $10,000 - $750,000
  * Spouse= $10,000 - $250,000
  * Dependent= $1,000 - $25,000

* Cost: Varied

Click here for more information on life insurance benefits
Personal Accident Insurance (Optional)

* Personal Accident Insurance provides additional coverage if you are killed or severely injured in a covered accident.

* Eligibility
  * Full & Part Time Employees (20+ hours)
  * Spouses of Full Time and Part Time Employees
  * Dependents of Full Time Employees (Unmarried, 0-26)

* Coverage
  * Employee= $10,000 - $500,000
  * Spouse= $10,000 - $500,000
  * Dependent= $5,000 - $25,000

* Cost: Varied

Click here for more information on life insurance benefits
AFLAC is different from health insurance; it’s insurance for daily living. Major medical pays for doctors and hospitals. AFLAC is insurance for daily living. It pays case benefits directly to you, unless otherwise assigned, to help with daily expenses when you’re sick or hurt. Click here for more information.

Additional coverage is available to purchase from AFLAC including:

* Cancer/Specified-Disease
* Short-term Disability
* Accident
* Hospital Confinement Indemnity
* Hospital Confinement Sickness Indemnity
* Dental
* Hospital Intensive Care
* Lump Sum Critical Illness

Click here to contact our AFLAC representative
Long-Term Care Coverage (Optional)

- All Full Time and Part Time Employees (20+ hours) are eligible. Spouses are also eligible.

- Pays benefits for care received in a variety of settings (your home, assisted living facility, etc.)

Click here to contact our LTC representative
Liberty Mutual Home & Auto Insurance (Optional)

- All Full Time and Part Time Employees (20+ hours) are eligible.

- Group discount for home and auto insurance.

- www.libertymutual.com/wwu

Click here to contact our Liberty Mutual representative
Veterinary Pet Insurance (Optional)

* All Full Time and Part Time Employees (20+ hours) are eligible.

* VPI offers affordable healthcare plans for dogs, cats, birds and exotic pets, with several coverage options for each type of pet.

Click here for more information on pet insurance options
LifeFlight Network

- All Full Time and Part Time Regular Employees are eligible to sign-up.

- LifeFlight Membership covers an entire household, including elderly parents and dependent children.

- WWU’s discounted rate is $50 per year
* All employees are eligible to make voluntary contributions to the plan. There are three contribution type options...
  * Before tax
  * Roth
  * After tax

* Employees working at least 20 hours/week are eligible for employer basic and match contributions.
Employer basic contribution
- 5% of compensation will be made to your account each pay period.

Employer matching contributions
- Will match 100% of your contributions in any category, up to 3% of your total compensation.

Employee Contribution
- Up to $18,500 can be automatically deducted from paycheck. (If over 50, an additional $6,000 can be added.)
Navigating our Retirement Plan Vendor’s Homepage

My estimated retirement income

Estimated monthly income: $2,148

Plan savings

Adventist Retirement Plan
BEFORE TAX CONTRIBUTION RATE: 3%
RETIREMENT AGE: 59
INVESTMENTS:
- Do it for me
- Help me do it
- Do it myself

Next step
- Consider increasing your contribution to 5%.

403(b) - Employer Contribution
- $4,164.75 Annually (Estimated)
We are so happy to have you as a part of the WWU team!

For questions or assistance, please contact the Human Resources Department.