Office of Human Resources

Get To Know Your Benefits

2015-2016
## Health Insurance

<table>
<thead>
<tr>
<th>Selected Features</th>
<th>HMO Blue</th>
<th>Value HMO (HMO Blue New England $500 Deductible)</th>
<th>PPO 90 (Blue Care Elect Preferred 90 copay)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Plan Type</td>
<td>HMO</td>
<td>HMO</td>
<td>PPO</td>
</tr>
<tr>
<td>Deductible</td>
<td>0.00</td>
<td>$500/member; $1000 / family</td>
<td>$250 / member; $500 / family</td>
</tr>
<tr>
<td>Network</td>
<td>Blue Cross of Mass</td>
<td>Blue Cross New England</td>
<td>Blue Cross National</td>
</tr>
<tr>
<td>PCP Required?</td>
<td>YES</td>
<td>YES</td>
<td>NO</td>
</tr>
<tr>
<td>Office Visit Copayments</td>
<td>$ 0.00– Preventative</td>
<td>$ 0.00– Preventative; $15.00– PCP OV; $25.00– Specialist OV</td>
<td>$15.00 OV 20% coinsurance after deductible</td>
</tr>
<tr>
<td>Prescription Costs</td>
<td>$10.00–generic; $30.00–preferred; $50.00–brand; $0.00–oral contraceptives</td>
<td>$10.00–generic; $30.00–preferred; $50.00–brand; $0.00–oral contraceptives</td>
<td>$10.00–generic; $30.00–preferred; $50.00–brand; $0.00–oral contraceptives</td>
</tr>
<tr>
<td>Emergency Room</td>
<td>$75.00</td>
<td>$100.00</td>
<td>$150.00</td>
</tr>
<tr>
<td>In patient</td>
<td>$250.00</td>
<td>Deductible applies first; preauthorization required</td>
<td>10% co-insurance; deductible applies first; preauthorization required</td>
</tr>
<tr>
<td>In Network Diagnostic tests &amp; out patient surgery</td>
<td>Covered in full</td>
<td>Deductible applies first</td>
<td>10% co-insurance after deductible</td>
</tr>
<tr>
<td>Out of network coverage</td>
<td>Not covered</td>
<td>Not covered</td>
<td>70%-80% after deductible</td>
</tr>
</tbody>
</table>

Full description of plan designs & features: [https://www.mtholyoke.edu/hr/health-insurance](https://www.mtholyoke.edu/hr/health-insurance)

## Dental Insurance

100% of Preventive Services
- Oral exam every 6 months
- Teeth Cleaning every 6 months
- Fluoride treatments for kids < 19
- X-Rays

80% of Basic Services
- Lab tests
- Fillings
- Uncomplicated extractions
- TEMPORARY Crowns

50% of Major Services
- Dentures
- Fixed Bridges
- Crowns

$50 deductible / person / year (max $150 / family)
$1000 maximum benefit / person / year– ROLLOVER BENEFIT–If at least 1 preventative service used, up to $350 of unused benefit rolls over to next plan year. Maximum of an additional $1000 in benefit.

Deductibles & Limits

Information and current pricing: [https://www.mtholyoke.edu/hr/benefits/dental_insurance](https://www.mtholyoke.edu/hr/benefits/dental_insurance)

Human Resources
Phone: (413) 538-2503
Mon-Fri; 8:30 a.m. to 5:00 p.m.
Life Insurance

Lincoln Financial is the insurance carrier for Mount Holyoke College’s Group Life Insurance.

The College pays the full cost for eligible employee’s basic coverage, in the amount of one times the annual salary to a maximum of $25,000, and a minimum of $15,000 in coverage.

You may opt to purchase an additional one to five times your salary to a maximum of $500,000 in term life insurance. Rates are based on your age and charged per $1,000 of coverage.

Medical review is required for coverage over $250,000.

MHC information & Summary Plan Descriptions: http://www.mtholyoke.edu/hr/life_insurance.html

Lincoln Financial Information: http://www.lfg.com

Flexible Spending Accounts

Mount Holyoke College offers two Flexible Spending Accounts, for Dependent Care and Health Care. These accounts let you use pre-tax dollars to help you pay for eligible out-of-pocket expenses.

How it works:

- Estimate your expenses for the year
- Contributions are deducted from your paycheck “pre-tax”
- Complete a claim form or use the mySourceCard to withdraw funds from your account.
- FULL ELECTION IS AVAILABLE IMMEDIATELY—for HEALTH CARE ACCOUNTS.
- Open Enrollment for this benefit is held Nov. 1 thru Nov. 30

https://www.mtholyoke.edu/hr/benefits/flex_spending_account

Employee Assistance Program

LifeScope provides our employees with a CONFIDENTIAL and comprehensive Employee Assistance Program (EAP).

- The EAP provides assessment and referral services, and short-term counseling, to help you work through life’s challenges.
- You, your spouse and your dependent children may also use this program.
- For further information, call the Human Resources Department, LifeScope at 1 (800) 828-6025 or www.LifeScopeEAP.com
- LifeScope offers a work-life site located at: www.LifeScopeEAP.com that was designed and developed to provide you with a full spectrum of behavioral healthcare solutions and resources. For registration purposes, your username is: mount holyoke college Password = guest
Retirement Annuity Benefits

Mount Holyoke College currently offers employees (hired after 7/1/2013) a Defined Contribution retirement plan through VOYA Financial.

Employees who complete one year of service will be automatically enrolled in the 403(b) plan and receive a contribution of 10.5% of compensation. Those employees will be required to contribute 5% on earnings over $30,000.

In addition, MHC offers all employees the opportunity to make voluntary contributions to the 403(b) plan on either a pre-tax or ROTH basis through payroll deductions. Roth 403(b) investments are paid with post-tax dollars and grow tax free.

See your HR Benefits Specialists for more details.

https://www.mtholyoke.edu/hr/benefits/retirement_plans

MHC Information and Summary Plan Descriptions:
https://www.mtholyoke.edu/hr/benefits/retirement_plans

Tuition Benefits

MHC offers a variety of tuition benefits for its employees and their dependents:

- **Tuition Waiver**—For employees hired before July 1, 2010—daughters of employees with 5 or more years of service, provided the daughter is accepted as an undergraduate. For employees hired on or after July 1, 2010, the equivalent of 5 yrs. of full-time service is required. Pro-rated for part-time employees.

  http://www.mtholyoke.edu/hr/tuition_waiver.html

- **Tuition Exchange**—Eligibility for employees hired on or after July 1, 2010 requires the equivalent of 5 yrs. of service.

  http://www.mtholyoke.edu/hr/ tuition_exchange.html

Tuition Benefits, continued

- **Tuition Reimbursement**—Employees will be reimbursed $500 / course ($1000 max) / fiscal year for courses taken at other accredited institutions. *Must be employed by MHC for 6 months prior to enrolling. Prorated for part-time employees.

  https://www.mtholyoke.edu/hr/benefits/tuition_benefits

- **Free course at MHC**—Employees and dependents are eligible to take 1 free course / semester with department approval.

  http://www.mtholyoke.edu/hr/attending_classes.html

For More Information, please visit:

https://www.mtholyoke.edu/hr

College Resources Available to Employees

- Abbey Memorial Chapel
- Mount Holyoke College Art Museum
- Skinner Museum
- The Campus Store
- College Identification Card
- Dining Facilities
- Equestrian Center
- The Orchards Golf Course
- Mount Holyoke College Botanic Garden
- College Health Services
- Kendall Athletic and Recreation Facilities and Programs
- Information Services (LITS)
- Library, Information And Technology Services (Williston Memorial Library)
- Campus Social and Cultural Events
- Willits-Hallowell Conference Center