



BENEFITS FOR CLASSIFIED EMPLOYEES

BENEFITS PROGRAM

Classified employees working at least half-time for a period of 90 days or longer are eligible to enroll for health, dental and life insurance benefits. On an annual basis, the State of Oregon decides the types of benefit plans offered; the level of contribution is determined by collective bargaining.

The contribution is in addition to salary. The dollar amount and the costs of various benefit plans are subject to change each year.

Eligible employees receive a contribution to allocate toward medical and dental insurance and a \$5,000 basic life insurance policy. For plan year 2007-08 **full-time employees** will have out-of-pocket costs subsidized when the cost of the insurance exceeds the state contribution, resulting in no cost to the employee, regardless of the level of coverage. For **part-time employees**, if the cost of benefit choices exceeds the state contribution, remaining premiums are deducted from pay. Part-time employees may choose either the BCBSO plan or the lower cost part-time plan option.

Employees with other group medical coverage may elect to “opt out” of the PEBB medical plans and receive opt-out dollars. Employee dental insurance and the \$5,000 basic life insurance policy are required.

Since coverage is effective the first of the month following the hire date and the date of signature on enrollment forms, it is best to enroll as soon as possible after the hire date. After initial enrollment, changes may be made during the annual Open Enrollment period or due to a qualified family status change (i.e., birth, death, marriage, divorce, employment status change).

MEDICAL COVERAGE is available through Blue Cross/Blue Shield, which offers worldwide coverage for all covered services. **VISION COVERAGE** is included in the BCBSO plan, but not the part-time plan. **DENTAL COVERAGE** is available through Oregon Dental and Willamette Dental Service.

All **LIFE INSURANCE** coverage beyond the required \$5,000 basic life insurance policy is optional. There

are several choices, such as: employee or spouse term life insurance, dependent life insurance, and accidental death and dismemberment coverage. Some plans require completion of a medical history statement and approval by the insurance company.

A **SHORT TERM DISABILITY** plan and four different levels of **LONG TERM DISABILITY** coverage are available. Disability plans offer income protection during times when an employee is unable to work due to an injury or illness. **Employees are subject to a pre-existing conditions exclusion under both the STD and LTD plans.**

DEPENDENT CARE FSA'S are available to employees who must pay someone to care for dependents so the employee can work. Employees may elect to have money deducted from their pay each month on a pre-tax basis (not to exceed \$5,000 per year) and deposited in their Dependent Care FSA.

LONG TERM CARE insurance is available but is subject to approval by UNUM.

RETIREMENT PLANS

Employees in positions expected to work 600 hours or more in a calendar year are retirement eligible and will be enrolled in PERS (Public Employees Retirement System). Employees who are new to state service will join at the beginning of the month after completing six consecutive months of service. The retirement plan receives funding from employee and employer contributions, both of which are paid by the employer.

USE/ACCRUAL OF LEAVE TIME

Vacation

Vacation leave eligibility and accrual rates will vary depending on the years of service, and balances are capped at 250 hours. Refer to the OPEU-SEIU/OUS Collective Bargaining Agreement for details.

Sick Leave

Full-time employees accrue eight hours of sick leave credit for each full month of service; part-time staff

earn pro-rata credit. Sick leave may be accumulated without limit.

Parental or Family Medical Leaves

The Federal Family & Medical Leave Act (FMLA) and the Oregon Family Leave Act (OFLA) provide qualified employees with up to 12 weeks of unpaid leave per year for the birth or adoption of a child, to care for a seriously ill family member, or when employees have serious health conditions. On FMLA-qualifying leaves, Eastern will continue to pay the employer-paid portion of the medical and dental premiums as long as employees pay their own portion, if any.

WORKERS COMPENSATION

Employees who are injured or become ill due to work-related reasons are insured by the state's workers' compensation plan. For approved claims, the State Accident Insurance Fund (SAIF) provides coverage for medical expenses and time loss.

OTHER BENEFITS

Staff Tuition Rates

Employees who work half-time or more are eligible to take up to 12 credit hours at the reduced tuition rate of 25% per credit hour (rates subject to change). Staff rates may be transferred to an eligible family member, subject to some restrictions. Tuition reductions may be subject to tax as part of an employee's gross income if the spouse or dependent is enrolled in a graduate-level

program. The staff tuition benefit may be used at any of the seven OUS institutions.

Savings Programs

The Oregon University System (OUS) makes available the Tax-Deferred Investment (TDI) Program, under section 403(b) of the Internal Revenue Code. Through the TDI Program, employees may accumulate tax-deferred savings to supplement retirement plans and social security. Payroll deductions are done on a pre-tax basis. Several insurance and investment companies in the Program provide a wide range of investment choices.

Other options for savings include the State of Oregon Deferred Compensation program which also offers a pre-tax savings program for retirement.

Employee Assistance Program

Eastern offers the EAP to provide short-term effective, professional and confidential counseling services for employees working half-time or more. A limited number of referral/counseling visits per calendar year per family are provided free of charge for personal or job-related issues.

Payday

Payday is the last working day of each month. Contact Human Resources in Inlow Hall 209, 962-3548 with any questions you may have.