University of Idaho

Benefits & Contact Information
Upon Separation from Employment

Medical Plan	
Blue Cross of Idaho 866-685-2258 www.bcidaho.com Plan # 10030497 **University of Idaho Benefits Center – COBRA** 800-646-6174 www.universityofidahobenefits.com Plan # 10030497	You have 60 days from the date of termination to enroll in COBRA coverage. COBRA allows you to continue in the same medical plan without a break in coverage. You will be responsible for 100% of the plan premiums, as well as a 2% additional cost for administration fees.
APS Healthcare 800-999-1077 www.apshelplink.com (code: UI1)	If you are continuing with COBRA coverage, the Employee Assistance Plan is still available to you. The EAP provides free and confidential short-term counseling for issues such as addiction, grief, depression, financial concerns, stress & anxiety, etc.
Health Savings Account	
First HSA Bank 888-763-7636 www.1hsabank.com	Your Health Savings Account is still an active account, and it is yours to take with you when you leave the University. You can leave your money with First HSA, or you can transfer the money into a new HSA account. The University will no longer pay the account fees after you have separated from employment.
Flexible Spending Account	
WageWorks 800-950-0105 www.takecarewageworks.com	If you have outstanding claims with your Flexible Spending Account, you will have 90 days from your termination date to submit them for reimbursement. Any medical or dependent care balances will be voided after 90 days.
Group Life Insurance	
The Standard 800-378-4668 www.standard.com Plan # 645262	You may be eligible for the life insurance portability or the life insurance conversion options. If you are interested in either of these options, you must contact The Standard immediately. Your application must be submitted within 31 days from your last day of employment.
NCPERS (PERSI Life Insurance plan) 800-525-8056 Plan # 11011-250-3000	If you were enrolled in the NCPERS Life Insurance plan, you may be eligible for the life insurance portability or the life insurance conversion options. If you are interested in either of these options, you must contact the insurance agent within 30 days of your last day of employment.
Base Retirement Plans	
TIAA-CREF 800-842-2733 www.tiaa-cref.org Plan # 101832 **VALIC** 800-448-2542 www.valic.com Plan # 03352	If you enrolled in either the TIAA-CREF or VALIC base plan, you are vested from your date of hire. Upon termination, you may leave your money with either vendor, roll it over into a new retirement plan, or withdraw your funds within the contract guidelines. Early withdrawals may be subject to taxes and penalties. Forms are available on the vendor website.
PERSI 800-451-8228 www.persi.state.id.us	You are vested after 60 months of participation. Upon termination, you may leave your money with PERSI until retirement if you are vested. If you are not vested, you have a limited time to rollover or withdraw your funds. Early withdrawals may be subject to taxes and penalties. More information and forms are available from the PERSI website. In order to roll over or withdraw your funds, you will need to complete an RS108 form and return it to PERSI.
Voluntary Benefits	
For your voluntary benefits, such as AFLAC, Liberty Mutual, PrePaid Legal Services, etc., you will need to contact the vendor directly to arrange other payment options.	