“Live as if you were to die tomorrow. Learn as if you were to live forever.” — Mahatma Gandhi

Human Resources Welcomes a New Benefit Specialist:

Human Resources is pleased to announce the appointment of Karen Vaina as a member of the Benefits Team.

Karen is a graduate of the University of Pittsburgh with dual degrees in Communications and Business. She has more than a decade of experience in a variety of areas including human resources, benefits, payroll and recruitment. Her experience spans across multiple industries including manufacturing, media and medical. Most recently, Karen worked for 6 years at a privately owned optometry and vision therapy practice in Pittsburgh, PA. She is excited to begin this next phase of her career at the University of Idaho – GO VANDALS!

Willamette Dental and VSP Vision Identification Cards

Willamette Dental DOES NOT issue member identification cards. For appointments call 855-433-6825 and provide them with your name and other information they may request.

VSP – A member identification card is not required. VSP in-network providers can identify you with your Vandal ID using the “9”. You may order an ID card from the VSP web portal.

Q2 New Employee Benefits Orientation Schedule:

Dates:
- May 1, 2017
- June 5, 2017
- June 19, 2017

Time:
- 8:30 a.m. – 10:30 a.m. (PDT)

Location:
- Human Resources Office

Register Now!
- Go to the Benefits website
- Select Orientation Events

New Employee Benefits Orientations are now available to off-campus locations. Email Benefits at benefits@uidaho.edu for more information.
Meet with a TIAA Financial Consultant on Campus

No matter where you are in life – just getting started or planning for retirement – a session with Casey Herron can help you create a unique plan for your goals. In addition, it is provided at no additional cost as a part of your retirement plan benefits. You will get answers to these questions and more:

- Are my current investment allocations on track for meeting my financial goals?
- Am I saving enough to create the retirement income I need?
- How do I begin making withdrawals from my account at retirement?

Register for a session to get an action plan created especially for you. RSVP today, as space is limited. Register at TIAA.org/schedulenow or call 800-732-8353 from 6:00am to 6:00pm (PST), Monday through Friday.

The following dates are available for appointments:

- May 2, 2017  9:00 am – 4:00 pm  Teaching & Learning Ctr. (TLC) # 138
- May 16, 2017 9:00 am – 4:00 pm  Teaching & Learning Ctr. (TLC) # 138

Participant Login Update for Flexible Spending Accounts

The following information applies to the Flexible Spending Accounts through WageWorks, it does not pertain to Health Savings Accounts through Health Equity.

As of April 8, 2017, participants will be prompted to authenticate with a personal identification number (PIN) when logging in to the participant site from an unrecognized device.

Overview:

- After the participant enters a username and password, they will be prompted to receive a one-time PIN via email or text message in order to continue.
- If the participant does not have an email or mobile number associated with their account, the site will direct them to call WageWorks customer Service to add contact information in order to receive a PIN.
- Once the participant enters the PIN to proceed, they will have the option to ‘Remember This Computer / Device’ for the future so a PIN will no longer be required from that device.

If you have questions or need assistance, please contact WageWorks at 800-950-0105.
The Family and Medical Leave Act (FMLA)

FMLA is a federal law that provides eligible employees of covered employers up to 12 weeks of unpaid, job/benefits-protected leave in a 12-month period for one or more of the following reasons:

- The birth and care of the eligible employee’s child;
- The placement for adoption or foster care of a child with the eligible employee;
- To care for an immediate family member (spouse, child, or parent) who has a serious health condition;
- For the eligible employee’s own serious health condition; or
- For any qualifying exigency arising out of the fact that a spouse, son, daughter, or parent is a military member on covered active duty or call to covered active duty status in the armed forces.

FMLA also grants up to 26 weeks of leave during a 12-month period if the eligible employee is the spouse, son, daughter, parent or next of kin caring for a covered military service member or veteran recovering from an injury or illness suffered while on active duty in the armed forces, that existed before the beginning of the member’s active duty and was aggravated by service, or that manifested itself before or after the member became a veteran.

Eligibility

Eligibility starts after 12 months of employment with the University of Idaho and the employee has worked at least 1,250 hours within the preceding 12 months.

Applying

Send a completed application and certification form (WH-380-E or WH-380-F) to Benefit Services within 30 days before FML is to begin, or when the need for leave is foreseeable. The application and certification forms are located on the Benefits website under Forms.

Compensation

FMLA is an unpaid leave; however, compensation options may be available through sick, annual and other paid leave policies. Please contact a Benefits Specialist for more information on what may apply to you.

Q & A

Q: I have plenty of sick leave, why would I want to apply for FMLA, which is an unpaid leave?

A: You want to apply for FMLA because it provides protection to maintain your benefits as well as job restoration upon your return from leave. Please note: you may continue to use your sick leave for wage replacement during FMLA.

Q: Can I take FMLA intermittently?

A: Yes, if approved, you would use the FMLA web-time entry codes only on the days or hours you are absent for the condition or reason as approved by the Benefit Specialist. For example, if you were approved for intermittent FMLA to care for your spouse’s serious medical condition, you would not be able to claim FMLA hours if you missed two days of work due to having a cold.

Email a Benefit Specialist at benefits@uidaho.edu for more information on applying for a FMLA.
Please Welcome Yvonne Luby – Liberty Mutual

Yvonne is our new contact for Liberty Mutual Insurance. John Mitchell is no longer with the company so please update your records and feel free to contact Yvonne at the following:

16201 E Indiana Ave., Suite 2280
Spokane Valley, WA  99216
Email: Yvonne.Luby@LibertyMutual.com
Phone: 509-927-4655 Ext: 58626
Cell: 509-934-7833
Efax: 866-329-1549

Use payroll deduction and receive a 7.5% discount on your rates!

Perks at Work Savings Program

Perks at Work is a savings program that is provided through your Employee Assistance program (EAP). It offers discounts of up to 25% on name brand, practical and luxury items.

Here are examples of current employee savings opportunities:

• Laptops, Tablets & Accessories
• TVs & Appliances
• Smart Phones
• Travel including Hotel & Car Rentals
• Flowers, Auto, Restaurants, Event Tickets and the list goes on!

Access these discounts now!

• Go to the EAP website at www.EAPhelplink.com
• Enter company code UI1
• Click on “Access the Savings Center Now”.
• Follow the instructions to register. Remember to use your University email address and the company name EAP.