“I can’t change the direction of the wind, but I can adjust my sails to always reach my destination.”  Jimmy Dean

**Annual Enrollment**
**October 16 - November 7, 2017**

It is time to start thinking about your benefits for 2018. Fall is just around the corner and Annual Enrollment will be here before we know it.

We’re changing things up this year! Watch your email and The Register for additional announcements on the new format and the activities we are planning...i.e., full day kick-off event with all of the insurers and other vendors, flu shots, panel discussions, and much more.

**Blackberry Limeade**

This summer cooler is great to bring along on a picnic or to serve at a backyard party.

Place 1 cup water and 3 cups blackberries in a blender & process until smooth. Press blackberry puree through a sieve into a large pitcher and discard the seeds. Add 5 cups water, 1-cup sugar and 2/3 cup lime juice to the pitcher and stir until sugar dissolves. Place 1 lime slice and a few blackberries into each of 8 glasses. Fill with limeade and add ice if desired.

**Q3 New Employee Benefits Orientation Schedule:**

**Dates:**
- August 7, 2017
- August 21, 2017
- September 5, 2017
- September 18, 2017

**Time:**
- 8:30 a.m. – 10:00 a.m. (PDT)

**Location:**
- Human Resources Office

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

**New Employee Benefits Orientations are available to off-campus locations. Email Benefits at benefits@uidaho.edu for more information.**
Strive for Five – Challenge

Summer is the perfect time to make healthy changes to your eating habits. Join the Blue Cross of Idaho Strive for Five challenge and see what a difference a few weeks can make! This 4-week online nutrition challenge starts on Tuesday, July 18, 2017 and is sponsored by Blue Cross of Idaho.

Track at least one fruit and two vegetables each weekday and you will be entered into a weekly drawing for a chance to win a $50 VISA gift card! Winners will be selected by a random drawing at the end of each week.

Increase your daily servings of fruits and vegetables by choosing varieties from each color of the rainbow. You will learn about the importance of eating fruits and vegetables, receive tips to increase your daily intake, and explore tasty recipes to make eating your fruits & veggies fun! Make one healthy choice. Then make another.

- **Sign-up:** July 11 – 24
- **Challenge dates:** July 18 – August 15, 2017
- **To register,** login at [www.members.bcidadaho.com](http://www.members.bcidadaho.com) and select the WellConnected logo.

Social Security Workshop

**Date:** Thursday, September 21, 2017

**Location:** Crest-Horizon Conference Room in the Idaho Commons

**Time:** 10:00 am – 12:00 pm PST

**Who:** Kirk Larson from the Social Security Administration is offering a workshop for the University of Idaho.

**Topics:**
- Retirement Benefits
- Eligibility Requirements
- What Early Retirement Does To Your Benefits
- How Survivor Benefits Can Help Your Family
- Information on Medicare, Disability & Spouse Benefits
- How to Use My Social Security Online Account & Other Services
- What the Future Holds for the Agency
Benefit Spotlight

Shared Leave
The Shared Leave Program allows employees to donate annual leave hours into a general shared leave pool or directly to fellow employees to care for their own serious medical condition or to care for an immediate family member’s serious health condition. Employee donations fund the program so that income may continue for other employees who are experiencing a difficult period in their lives. Employees have the opportunity to donate to a specific co-worker or they may donate to the general pool.

Recipient
Benefit-eligible employees may apply for shared leave as long as the time away from work is for a qualified absence. During this time, the employee will not be compensated by paid leave or wage replacement programs such as short/long term disability or workers’ compensation benefits.

The employee must first apply for wage replacement benefits that may be available through workers’ compensation or disability coverage. Once such benefits begin eligibility for shared leave benefits end.

An employee must have used all other available leave such as sick leave, annual leave and compensatory time to qualify as a recipient of shared leave. The maximum shared leave benefit is limited to four working weeks of leave (160 hours) within a rolling 12-month period. Shared leave hours that are granted will be reflective of the employee’s regular percentage of appointment.

Donor
Employees who have an accrued annual leave balance above 40 hours are eligible to donate to the shared leave pool or direct donation.

Shared Leave Application Forms and Shared Leave Donation Forms are located on the Benefits webpage.

Q & A

Q: How do I record Shared Leave on my time card?
A: Upon approval you will be advised which codes to use for web time entry.

Q: When I’m receiving Shared Leave, am I protected under FMLA?
A: No, you must apply for FMLA separately; however, the medical documentation can be used for both FMLA and Shared Leave.

Q: Do I have to donate a full day or can I just donate an hour?
A: You can donate down to 0.5 hours increments.

Q: Can I donate Sick Leave instead of Annual Leave?
A: No, only Annual Leave is allowed for donation through the Shared Leave program.

Email a Benefit Specialist at benefits@uidaho.edu for more information on applying for Shared Leave.
Qualifying Life Events

If you experience a qualifying life event, you will be given the opportunity to make changes to your current benefit elections.

Examples of life events include:

- Loss or gain of a spouse’s or dependent’s health insurance coverage
- Change in family status that results in an increase or decrease in the number of eligible family members
  - marriage, divorce, annulment, legal separation
  - birth, adoption, acquiring foster child or stepchild, issuance of court order requiring employee to provide coverage for child
  - death of spouse or dependent
- Change in employee’s status that could result in entitlement to coverage
  - return to pay status from non-pay status
  - change in employee’s employment status that could affect cost of premiums (ex, half-time to full-time)
- Employee becomes entitled to Medicare and wants to change to another plan or option

If one of these events occur, please log into your myBenefits portal through VandalWeb:

- Go to VandalWeb > Employees Tab > Benefits > myBenefits
- In the myTools Box select the applicable change
  - Marriage
  - Add a Child
  - Divorce
  - Gain/Lose Coverage
  - Change HSA Contributions
  - Update Beneficiaries
  - View All Other Events (for a list of other options)
- Complete all questions
- Upload copies of all required documents (myTools Box > View/Upload Documents)
- If you are unable to upload or have difficulties, please provide a copy to Benefits and we will upload it for you.

Life events are extremely time sensitive – please act quickly. For the birth or adoption of a child, you have 60 days from the event date to add the child to your plan. For all other qualified events, you have 30 days to make any changes to the plan.