



**2023**

# **Benefit Programs Summary Booklet**

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## Disclaimer

This publication is a summary of benefits and does not contain all the terms and conditions of the various programs. The appropriate plan document governs the operation of each plan.

Reference [hr.charlotte.edu/benefits/benefits-overview/benefit-plans](http://hr.charlotte.edu/benefits/benefits-overview/benefit-plans) for an electronic copy of this booklet with website links.

**UNC CHARLOTTE - EMPLOYEE BENEFITS INFORMATION**

<b>Eligibility Requirements:</b>	Reference <a href="#">Benefits Eligibility Chart</a> for details (based on position and work hours). Pre-existing conditions are not excluded on the Health Plans
<b>Effective Date (based on eligibility and enrollment):</b>	<p><b>State Health Insurance:</b> First day of the month following the date of employment/eligibility, OR First day of the second month of employment/eligibility, for enrollments made within 30 days of hire</p> <p><b>Other insurance (i.e. dental, vision, etc.):</b> First day of the month after employment</p> <p><b>Mandatory state retirement:</b> First day of employment</p>
<b>Enrollment Deadlines (based on type of benefit):</b>	<p><b>State Insurance (State Health and Other Insurance):</b> 30 days to enroll</p> <p><b>UNC System Benefits:</b> 30 days to enroll</p> <p><b>Mandatory State Retirement:</b> 30 days to enroll if hired on/after Sept. 1, 2023 60 days to enroll if hired prior to Sept. 1, 2023</p> <p><b>Supplemental Retirement (401k, 403b, 457):</b> Enroll at anytime</p>
<b>Insurance Cards:</b>	<p><b>Health Insurance:</b></p> <ul style="list-style-type: none"> <li>• Issued by the vendor</li> <li>• Worldwide access to network hospital/physicians through the Blue Card Program</li> <li>• Mandatory preauthorization program for certain covered services</li> </ul> <p>Reference other plan webpages for more information.</p>
<b>Deduction Frequency:</b>	<p><b>Health insurance:</b> semi-monthly (month in advance of coverage)</p> <ul style="list-style-type: none"> <li>• <b>Collection of retroactive premiums:</b> \$400 or less over 2 paychecks, more than \$400 over 4 paychecks</li> </ul> <p><b>NCFlex Insurance Plans:</b> semi-monthly (month of coverage)</p> <ul style="list-style-type: none"> <li>• <b>Collection of retroactive premiums:</b> \$50 or less over 1 paycheck, more than \$50 over 2 paychecks</li> </ul> <p><b>NCFlex (health and dependent care spending accounts):</b></p> <ul style="list-style-type: none"> <li>• Annual amount spread over remaining paychecks</li> </ul> <p><b>UNC System Benefits:</b> semi-monthly (month of coverage)</p> <ul style="list-style-type: none"> <li>• <b>Collection of retroactive premiums:</b> \$50 or less over 1 paycheck, more than \$50 over 2 paychecks</li> </ul> <p><b>Mandatory Retirement:</b></p> <ul style="list-style-type: none"> <li>• Semi-monthly each check of eligible earnings</li> </ul> <p><b>Supplemental Retirement (401k, 403b, 457):</b></p> <ul style="list-style-type: none"> <li>• Semi-monthly based on enrollment</li> </ul>
<b>Rates:</b>	<a href="#">Benefit Rate Sheet</a>
<b>Summary:</b>	<a href="#">Benefits Summary</a>

## Communications (News/Opportunities):

Emailed within [Niner Insider](#)

Emailed from: [Benefits@charlotte.edu](mailto:Benefits@charlotte.edu)

Posted online: [hr.charlotte.edu/news](http://hr.charlotte.edu/news)

## UNC CHARLOTTE EMPLOYEE BENEFITS/CONTACTS

### INSURANCE

[State Health Plan](#) (Administered by BlueCross Blue Shield of NC 888-234-2416)

[Blue Connect](#) / 888-234-2416 (Request an ID card, view claims, and find a provider, for the Basic 70/30 or Enhanced 80/20 Plans) Health Plans:

- 70/30 Base PPO Plan
- 80/20 Enhanced PPO Plan
- High Deductible Health Plan (HDHP) (limited to FT temporary employees, and PT permanent employees)  
*Note: \* General Statute 135-48.1(18) SL 2017-57 changed the eligibility for retiree health coverage. Members hired on or after Jan. 1, 2021, will not be eligible for retiree medical benefits. Click [here](#) for more detail.*

Pharmacy:

- [CVS Caremark](#) / 888-321-3124 (File a claim for prescription drugs, locate pharmacies within network, or learn about the Plan's preferred prescription drugs)

### [NCFlex](#)

- [Tricare Supplement](#) (800-638-2610)
- [Flexible Spending Accounts](#) (P&A Group 866-916-3475)
  - o Health Care Flexible Spending
  - o Dependent Day Care Flexible Spending
- [Accident Plan](#) (VOYA 1-877-464-5111)
  - o Low Option
  - o High Option
- [Dental Insurance](#) (Metlife 855-676-9441)
  - o Low Option Plan
  - o Classic Option Plan
  - o High Option Plan

- [Vision](#) (EyeMed 1-866-248-1939)
  - o Core Plan
  - o Basic Plan
  - o Enhanced Plan
- [Critical Illness](#) (Voya 877-464-5111)
- [Cancer](#) (Allstate 866-232-1517)

UNC System Benefits

- [The UNC System Group Term Life Insurance](#)

Disability Plans:

- [Disability Income Plan of North Carolina](#) (NC State Treasurer 1-877-627-3287)
  - Short Term Disability
  - Extended Short-Term Disability
  - Long Term Disability
- [Supplemental Disability Plan for UNC ORP Participants](#) (The Standard 800-842-2733)
- [Supplemental Disability Plan for TSERS Members](#) (Lincoln Financial 888-440-6118)

### LEAVE

- [Advance Leave](#)
- [Leave Without Pay](#)
- Family and Medical Leave (FMLA)
  - o [Family and Medical Leave \(FMLA\) PIM](#)
  - o [Summary, Employee/Supervisor Actions/Resources](#)
- [Leave Accrual Rates](#)
- [Vacation Leave](#)
- [Sick Leave](#)
- [Adverse Weather/Emergency](#)
- [Holidays](#)
- [Voluntary Shared Leave Program](#)

### LEAVE Continued

- Community Service Leave
  - o [Community Service Leave PIM](#)
  - o [Important Facts, Reporting, Examples](#)

## OTHER BENEFITS

### Education Benefits

Employee Assistance Program

- [UNC Charlotte resources](#)
- [CompPsych](#) - Guidance Resources (877-603-8259)

### Headspace Care (formerly Ginger)

College Savings

- [College Foundation of North Carolina](#)

Pre-Paid Legal Services

Agent: Frances Delk 828-757-0783

### Employee Discount Program

### NC State Employee Credit Union

(8605 University City Blvd Branch 704-549-5822)

## RETIREMENT

*Please note: Benefits-eligible employees hired on or after Sept. 1, 2023, may only enroll in TIAA if they select ORP and/or the UNC System 403(b) or 457 Plans*

### Mandatory Retirement Plans

- [Teachers State Employees Retirement System \(TSERS\)](#)
- [UNC System Optional Retirement Plan \(ORP\\*\)](#)
  - o [Fidelity](#) Agent: Jared McVey, 704-614-4167
  - o [TIAA](#) Agent: Peter Kohn, 704-988-1580

*Note: \* General Statute 135-48.1(18) SL 2017-57 changed the eligibility for retiree health coverage. Members hired on or after Jan. 1, 2021, will not be eligible for retiree medical benefits. Click [here](#) for more detail.*

### Supplemental Retirement Plans

- NC Total Retirement (Empower) [401\(k\)](#), [457](#) Agent: Rob Sipprell, 919-583-2677
- UNC System Plans (Fidelity and TIAA) [403\(b\)](#), [457](#)- same agents for ORP plans\*
- [The University of North Carolina Section 403\(b\) Universal Availability Notice](#)

Social Security

- [my Social Security](#)
- [Retirement Rates and Limits](#)