



Human Resource Services  
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September 27, 2007

**MEMORANDUM**

**TO:** University of Florida Benefits-Eligible Faculty and Staff  
**FROM:** Kyle Cavanaugh, Senior Vice President for Administration  
**SUBJECT:** 2007 Benefits Open Enrollment Information

We are pleased to announce that the 2007 Open Enrollment period will be held from October 1 to October 26, 2007.

During this period, eligible faculty and staff are allowed to make changes to both state-sponsored and UF-sponsored benefits. The changes take effect January 1, 2008, which is the start of the new benefits plan year. This year, the University of Florida's annual Benefits Fair will be held on October 1, from 9:00 a.m. to 4:00 p.m. and October 2, from 9:00 a.m. to 2:00 p.m. in the J. Wayne Reitz Union Grand Ballroom. During the Benefits Fair, information sessions will be offered specifically pertaining to the Dental plans. The sessions will provide general plan information and changes that are taking place during annual enrollment and will be held in the J. Wayne Reitz Union in Room 286 at the times listed below. Registration is not required for sessions held in the Reitz Union.

*October 1, 2007 -- 10:00 a.m. to 11:00 a.m. and 2:00 p.m. to 3:00 p.m.*

*October 2, 2007 -- 9:00 a.m. to 10:00 a.m. and 11:00 a.m. to 12:00 p.m.*

We encourage you to attend the fair to learn more about the benefits available to you and to meet with various vendors.

Your benefits are provided through a combination of state and university programs. A majority of the plans offered such as the health, dental, vision, hospital, cancer, and flexible spending plans are managed by the State of Florida. This year there will be a number of changes related to the dental, vision, and life plans. Be sure to review all communications from the state regarding these changes. You may also refer to the September and October issues of the UF [InfoGator](#) sent through campus e-mail, or visit the Human Resources' 2007 Open Enrollment web site <http://www.hr.ufl.edu/benefits/openenrollment.htm> for additional information on plan changes.

First, specific to your state plans; you should have received a Benefits Statement from the People First Service Center summarizing your state benefits and People First User ID. All elections made during the Open Enrollment period may be processed through the People First Service Center either by enrolling online through their web site, calling, or sending your election changes to the People First Service Center. For problems with activating your User ID and password, please call the Service Center at 1-866-663-4735 for assistance. This year, supplemental brochure packets will not be mailed out to campus addresses. All brochures are available for review online through the [People First web site](#), or the [UF HRS web site](#). The Benefits office will also have a limited quantity of brochures available for those experiencing difficulty in accessing information online.

Second, in addition to the state supplemental plans, the University of Florida also offers a number of other programs to enhance your benefits package which includes:

- **UF Group Term Life insurance** – Life insurance coverage for spouses and children. During Open Enrollment, new enrollees may add coverage or current participants may increase by \$10,000 for employees and \$5,000 for spouses and children, subject to plan limits. Coverage above the guarantee issue is available by medical application.
- **Personal Accident Insurance** – Various individual or family coverage levels for losses resulting from accidental injuries or death.
- **UF Domestic Partner Plan** – HMO family health coverage for same- and opposite-sex partners as well as children of the employee and partner. Qualified partners both employed with the university may also be eligible for the partner- partner program providing coverage at no cost. IRS regulations require a portion of the premium to be treated as taxable income.
- **Long Term Disability Plan** - Insurance which assists with income replacement for employees who become disabled. Provides 66 2/3 of salary up to a maximum limit. The plan offers a choice of a 30- or 90-day elimination period determining when plan benefits will begin. Election during the Open Enrollment period will be subject to a medical application, with the exception of new hires within the first 60 days of employment.
- **Long Term Care** - Coverage for employees, spouses, parents or grandparents to help cover costs for long term care services such as facility or home-based care. Election during the Open Enrollment period will be subject to a medical application, with the exception of new hires within the first 60 days of employment.

Since the UF-sponsored plans are managed locally, you will not find them as an online option on the People First web site. To sign up for a UF plan, you will need to complete the appropriate enrollment form found on the HRS web site and return it to our office by the Open Enrollment deadline on October 26.

Information sessions will also be available starting at the end of September through October to provide a general overview of Open Enrollment changes and to offer assistance on how to make online enrollment elections using the People First system. For more information about these sessions or for company brochures and information on UF and state-sponsored plans, instructions

on how to enroll, and the latest information regarding this year's Open Enrollment process, please visit our web site at <http://www.hr.ufl.edu> and look for the 2007 Open Enrollment section.