

SELECTED EXEMPT SERVICE (SES) BENEFITS

You must enroll during the first 60 days of employment. Enrollment forms and information are available from the People First Service Center. You may view this information and process your enrollments online at <https://peoplefirst.myflorida.com> or by calling the People First Service Center at 1-866-663-4735.

HEALTH COVERAGE is provided to you and your eligible dependents at no cost to you. You may choose from three plan types: State PPO Plan, a Traditional Health Maintenance Organization (HMO) or a Health Investor Plan. You must either live or work in a county served by an HMO to elect an HMO.

State PPO Plan: The PPO Plan is currently administered by Blue Cross/Blue Shield of Florida. The state plan has deductibles and co-payments with a Preferred Provider Care (PPC) component. The basic benefit percentage using the PPC network is generally 80/20. Plan may be used outside of the network and benefit percentages are generally 60/40. Pre-existing conditions are not covered for the first 12 months of coverage, except upon approval by the People First Service Center of a waiver of pre-existing condition exclusion. Refer to the Employee Benefits Guide for more information on requesting a waiver.

Traditional HMO: HMOs are managed health care plans and are designed to provide routine care within the established service area. Pre-existing conditions are covered. No deductibles.

Health Investor Health Plans: The PPO Plan and some of the HMO's that offer a Traditional HMO plan may also offer a Health Investor option. Plans have a deductible that must be met before benefits begin for medical care or prescription drugs. You may open a Health Savings Account (HSA) and make pre-tax contributions to it, in addition to contributions made by the state.

LIFE INSURANCE is provided by the state at no cost for base coverage; underwritten by Minnesota Life. The benefit is equal to double your annual salary, which is doubled for accidental death.

You also have the option of purchasing up to 5 times your annual salary (maximum amount of \$500,000) in optional coverage. You will pay the premium for the optional life. Refer to the Minnesota Life brochure in People First for the premium formula and enrollment form.

DISABILITY INSURANCE is provided by the state at no cost to you. Pays 65% of your salary up to 52 weeks after you have used all your accumulated leave including annual, sick, sick leave pool and personal holiday leave hours. The state administers this plan. Enrollment is automatic; no forms are necessary. A brochure is included in the new employee package.

SUPPLEMENTAL PLANS - The state also offers supplemental plans for which the employee pays the full premium on a pretax basis. Options include dental, supplemental hospital coverage, accident/disability; cancer/intensive care, and medical or dependent care flexible spending accounts. Information regarding these plans is available on the People First website.

LEAVE BENEFITS

ANNUAL LEAVE - You are credited with 176 hours upon appointment and thereafter on each anniversary date. On the day before each anniversary date, annual leave in excess of 480 hours will be converted to sick leave on an hour-per-hour basis. Upon termination, the most recently credited 176 hours will be prorated, with a maximum payment of 480 hours.

SICK LEAVE - You are credited with 104 hours of sick leave upon appointment and thereafter on each anniversary date. Upon termination, the most recent sick leave credits are prorated. Sick leave may be accrued without limit, but is payable at one-quarter of the balance upon termination after 10 years of creditable service. The maximum payment is 480 hours, one-fourth of 1,920 hours.

PERSONAL HOLIDAY – Upon appointment and thereafter on July 1 of each year, you are credited with one personal holiday to be used, subject to supervisor approval, by June 30 of each year. Unused personal holidays do not roll over into the next fiscal year.

FLORIDA RETIREMENT SYSTEM (FRS) - RETIREMENT BENEFITS

You have a choice of two employer-funded retirement plans:

- Regular Class of the FRS Pension Plan, vesting after six years of FRS employment; or
- FRS Investment Plan, vesting after 1 year of FRS employment (9% contribution rate).

A brochure summarizing the plans is in this new hire package. You will receive a more detailed Retirement Plan Choice Kit within 2 calendar months of your hire date. This kit will include a Personal Benefit Comparison Statement with a Personal Identification Number to access personal comparison information, a general plan comparison, Investment Funds Summary and a privacy agreement. If you would like to get a head start on reviewing your plan options or go ahead and make your election, forms and information are available on the FRS Financial Guidance website at <http://www.MyFRS.com>. You have until the end of the fifth calendar month after your month of hire to make your retirement plan election. Please contact the MyFRS Financial Guidance Line at 1-866-446-9377 if you have any questions or if you do not receive your choice kit within 2 months of hire.