

IMPORTANT DATES:

Open Enrollment: 10/26/09 to 11/20/09

Benefits, Health and Wellness Fair:
10/26/09, 10:00-2:00 in Clark 507

This year's theme: "How do you Find
the Right Balance?"

Employee Meetings to introduce the
new High Deductible Health Plan:
10/28/09, 11/4/09, and 11/9/09

HIGHLIGHTS FOR 2010:

No increase in HMO rates

Rate decrease for Access Blue and PPO
Out-of-State plans

New High Deductible Health Plan
offered

Preventive colonoscopies now covered

Dental rate for family coverage in-
creases 2.4%

ANNUAL CHECKLIST:

- ☐ Review on-line Benefits Statement
- ☐ Learn about the new High Deductible Health Plan and Health Reimbursement Account
- ☐ Enroll in, change, or cancel medical and/or dental coverage
- ☐ Complete HIRD Form if waiving medical coverage (new form required every year!)
- ☐ Enroll in Flexible Spending Account—Health Care and/or Dependent Care (You must re-enroll every year!)
- ☐ Certify dependents age 19-26
- ☐ Certify ex-spouse covered on medical or dental coverage
- ☐ Review more information @ www.whoiedu/sites/OpenEnrollment

WHOI Open Enrollment

OCTOBER 26—NOVEMBER 20, 2009

Favorable Rates in 2010 Plus a New High-Deductible Health Plan Offering

We are pleased to announce that due to a successful negotiation in our renewal with BCBS, there will be **no increase in rates for coverage under the HMO plan** and there will be a **decrease in rates associated with the Access Blue and PPO Out-of-State plans!**

We can all take credit for this accomplishment as WHOI would not have been able to achieve these rates if not for the improvement we've experienced in overall medical claims over the past couple of years. Continuing on this path will help to further contain costs in the future.

More Good News! A New Affordable Option for 2010

Effective January 1, 2010, WHOI will be adding a High Deductible Health Plan (HDHP) to our line-up of medical plan options and WHOI will **cover 75% of the premium cost!** The HDHP will cost employees about 45% less than the traditional HMO plan and will replace the PPO In-State plan that WHOI currently offers.

The HDHP will provide the same coverage as the HMO plan, but requires an up front deductible for most services. While employees who choose to enroll in the HDHP take on the risk of greater out-of-pocket expenses, there is a cap on the deductible and other out-of-pocket expenses.



To help reduce the risk, WHOI will cover a generous portion of the deductible through an employer-sponsored Health Reimbursement Account (HRA), which can be used to reimburse employees for up to half the total amount of the required deductibles. The HRA does not reimburse for preventive visits or prescription drugs, which require a co-payment only (similar coverage to HMO).

The annual deductible associated with the HDHP is \$2,000 per member, capped at \$4,000 per family. WHOI will provide an HRA up to \$1,000 for individual coverage and \$2,000 for individual plus coverage.

The new HDHP is not the right plan for everyone, so make sure you understand the plan design and associated cost impact before you enroll. To learn more about the HDHP and HRA, please be sure to attend one of these special Employee Meetings, or contact your Benefits Specialist for plan details:

October 28th in Redfield:
9:30, 11:00, and 1:30

November 4th in Redfield:
9:00, 10:30, 1:30, and 3:00

November 9th in Clark 507:
10:00, 11:30, and 2:00

All benefits-eligible employees are strongly encouraged to attend on of these meetings! No reservation required.

(Please allow for one hour, including a 45-minute presentation followed by Q&A.)

IMPORTANT CONTACTS:

- Donna Hyman, Benefits Specialist x3743 (dhyman@whoiedu)
- Linda Snow, Benefits Specialist x3763 (lsnow@whoiedu)
- June Sullivan, Retirement Benefits Administrator x2706 (jsullivan@whoiedu)
- Denise Cabral, Benefits Manager x2217 (dcabral@whoiedu)



How do you find the right balance?

Come to the Annual Benefits, Health and Wellness Fair for some helpful tips on how to achieve a better balance between your work and family life.

In addition to the Fair, the following free seminars are being offered throughout this year's Open Enrollment period:

November 5, 2009:
Balance Work and Family Life
12-1 in Clark 507

November 9, 2009:
Personal Stress Management
12-1 in Redfield

November 18, 2009:
Time Management
12-1 in Redfield

Benefits, Health and Wellness Fair: How do you Find the Right Balance?

October 26th, 10:00 - 2:00, Clark (5th Floor & Lobby)

All employees are encouraged to attend the Annual Benefits, Health and Wellness Fair being held on October 26th. This is a great opportunity to learn more about the benefits and programs offered at WHOI as well as meet and speak with our benefits vendors and insurance carriers.

Below is a list of vendors and special guests who will be participating in this year's Fair.

And, don't forget about the great refreshments, giveaways, and raffles!

- Blue Cross Blue Shield of MA
- Delta Dental
- Benefit Strategies—health flexible spending accounts
- Cigna—Life Insurance, AD&D, and Disability
- Liberty Mutual—group home and auto insurance
- TIAA-CREF—403(b)
- Fidelity—403(b)
- The Wellness Corp—WHOI's new Employee & Student Assistance Program and work/life referral services
- Bostonian Group—Long-Term Care Insurance
- Visiting Nurses Association—blood pressure & glucose screenings
- Cape Cod Healthcare—highlighting physicians accepting new patients
- Walko Chiropractic—Body Fat Analysis
- Social Security Administration
- Chair Massages!
- Lisa Holmes—chef and author with healthy breakfast ideas
- Ralph Tepper, Esq.—Elder & Family Law
- Mark Pisa, Bank of America—information on reverse mortgages
- Marlene Spengler—Elder Care Specialist
- Matt Paradise—Budget & Debt Counseling
- Neighborhood Falmouth—helping Seniors remain independent
- Catherine King—MassRides
- Cape & Islands United Way
- Tina Toran—Upper Cape Family Network
- Trader Joe's—healthy snack handouts
- BJ's Wholesale Club—discount membership
- YMCA
- WHOI Environmental, Health and Safety Office
- WHOI Work & Family Life Committee
- Refreshments, Giveaways and Raffles!

And, did you know that WHOI also offers these additional benefits? You can find out more about them at the Fair!

- Interest-free Computer Loans
- Interest-free Tuition Loans for Children
- Child Care Subsidy (\$2/hr up to \$2,000/yr per child)
- Flexible and Alternative Work Schedules (requires supervisory approval)
- Employee Education Reimbursement (up to \$4,000/yr for eligible courses of study)

Medical Insurance

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What's New for 2010:

- New High Deductible Health Plan offered
 - Available to *all* benefits-eligible employees (in- and out-of-state)
 - WHOI will contribute 75% of the premium
 - WHOI will provide a Health Reimbursement Account (HRA) to fund up to half of the deductible
- No increase to employee cost for HMO coverage
- Decrease in rates for both Access Blue and PPO Out-of-State plans
- PPO In-State plan eliminated from plan options
- Routine colonoscopies will be covered at 100% as long as procedure is preventive in nature (compared to prior years when this treatment cost employees \$250).

YOUR 2010 PAY PERIOD CONTRIBUTION

	HDHP (New for 2010)	HMO	Access Blue	PPO (Out of State)
Employee Only	\$53.36	\$96.89	\$103.10	\$128.49
Employee + Child(ren)	\$96.05	\$174.41	\$185.58	\$231.28
Employee + Spouse/Domestic Partner	\$106.72	\$193.76	\$206.19	\$256.98
Family	\$151.16	\$274.47	\$292.07	\$364.00

See insert for comparison of plan designs or visit www.who.edu/sites/OpenEnrollment

Dental Insurance

Dental rates are increasing slightly by 2.4% for 2010. WHOI pays the full cost for individual coverage, with employees just paying the difference for family coverage.

Remember to plan carefully when making a decision to enroll in family dental coverage. Weigh the total annual premium cost against the annual benefit limit from Delta Dental. For example, it will cost you \$893.04/year to receive up to \$1,000 (per family member) from Delta Dental for covered services. It might make better sense to participate in the Health Care Flexible Spending Account to

set aside pre-tax dollars towards your out-of-pocket dental expenses.

Also, don't forget about the Dental Rollover Max allowed by Delta Dental, which allows a portion of your unused benefit to roll over into the next year.

Be sure to check with Delta Dental at the beginning of each year to see how much you have available towards your dental services. This will also be helpful when determining how much to set aside in your Health Care Flexible Spending Account.

YOUR 2010 PAY PERIOD CONTRIBUTION

Individual	No Cost
Family	\$37.21

Flexible Spending Accounts...

WHOI offers benefits-eligible employees the opportunity to set up a **Health Care Flexible Spending Account** and/or a **Dependent Care Reimbursement Account**. The Health Care Flexible Spending Account (not to be confused with the Health Reimbursement Account associated with the High Deductible Health Plan) allows employees to set aside money on a pre-tax basis to be used for eligible medical costs not covered by an insurance plan. The Dependent Care Reimbursement Account is similar, allowing employees to set aside pre-tax dollars to be used towards expenses associated with the care of a dependent (e.g. child care, adult daycare).

To sign up, please complete the Benefits Program Enrollment Form (insert) under Section 3 and 4. If enrolling in the Health Care Flexible Spending Account, you must also complete the separate enrollment form for Benefit Strategies who administers the benefit for WHOI.

ENROLLMENT DEADLINE:

New enrollments or changes to your medical, dental, and/or flexible spending account benefits must be submitted to Human Resources **by November 20, 2009** and benefits will be in effect for January 1, 2010.

What if you miss the deadline for Open Enrollment? Federal law limits your ability to enroll in or change your medical, dental, and/or flexible spending account (Health Care and Dependent Care) benefits outside of Open Enrollment unless you experience a 'qualifying life event' and, if you do, the enrollment/change must be made within 30 days of the event. Supporting documentation must be submitted to Human Resources along with the election change.

Benefits you can enroll in or change at any time throughout the year (even if there has not been a 'qualifying event') include: 403(b) Tax Deferred Annuity Plan, Supplemental Life Insurance, Long-term Care Insurance, and Group Auto and Home Insurance.

www.wholedu/sites/OpenEnrollment

What You Need to Know About Imputed Income: Dependent Children and Ex-Spouse

Dependent Children 19-26

The State of Massachusetts requires employers to make available continued medical coverage to dependent children under their parent's plan up to age 26 or for two tax years following the loss of their 'section 106' dependent status.

Under Treasury regulations, providing health care coverage for a child who is not a tax dependent is considered a fringe benefit and WHOI is required to report the "fair market value" of such a benefit as taxable income to the employee. Fair market value equates to the full cost of individual coverage for the plan in which the dependent is covered.

In order for HR to determine if imputed income applies to you, you must complete the special Dependent Status Form if you are covering a dependent age 19-26 on your medical and/or dental coverage. This form must be completed every year even if you provided it the year before, keeping in mind that a dependent's tax status can change from year to year.

Ex-Spouse Coverage

Since 1985, all group medical and dental plans insured by Massachusetts carriers have been required to allow coverage for divorced or legally separated spouses. The fair market value of this

coverage has always been taxable. Earlier this year, the regulations were revised to exclude state income tax, but still requires that coverage be subject to federal, Social Security, and Medicare taxes.



Be aware of potential tax implications when covering adult children or an ex-spouse on your medical and dental insurance.

Up until now, WHOI has not administered this taxation requirement because we have never asked employees to disclose whether or not a spouse being covered by a WHOI benefit was an ex-spouse. However, moving forward, employees will be required to provide us with the appropriate information **if including an ex-spouse** on group medical or dental coverage through WHOI. If you are affected by this change, please notify your Benefits Specialist immediately so we can setup your deduction(s) for appropriate taxation.

Fair Market Value = Full Cost of Premium for Individual Coverage:

- HMO: \$502.77/month
- Access Blue: \$507.85/month
- PPO: \$558.64/month
- New HDHP: \$426.86/month
- Dental: \$37.58/month

YEAR-END CHECKLIST:

Aside from the routine annual Open Enrollment changes, you may also want to consider the following:

- ☐ Have you received your seasonal flu shot?
- ☐ Did you get your annual physical this year?
- ☐ Did you get your routine dental cleanings this year? Remember, two cleanings per year are covered 100% through WHOI's dental coverage with Delta Dental.
- ☐ Update your Beneficiary(ies) on your Life and/or Retirement (if any changes in your family status occurred)
- ☐ Has your name or address changed? If so, contact HR to make the update.
- ☐ Are you contributing enough to your 403(b) plan? You can make changes to your voluntary 403(b) accounts at any time throughout the year, and as often as you like. No change to limits for 2010: \$16,500 under age 50, \$22,000 for age 50+