

# OSLA Employee Benefits--2017

OSLA offers a variety of benefit programs to our employees. Some of these benefits are paid by OSLA and other benefits are paid in part or fully by the employee. The following is an overview of the various benefit programs.

## Medical, Dental, Vision and Life Insurance

Employees Group Insurance Division (EGID), State of Oklahoma  
[www.healthchoiceok.com](http://www.healthchoiceok.com)

### Medical Insurance

EGID is the administrator for health, dental, vision and optional life insurance. Health insurance is provided at no cost to employees. The employees are responsible for the premium for spouses or dependents that they cover. For health insurance employees have a choice of:

- Aetna HMO
- HealthChoice High and High Alternative
- HealthChoice Basic and Basic Alternative
- HealthChoice High Deductible Health Plan
- GlobalHealth HMO

### Dental Insurance

Dental insurance is an optional choice for employees. OSLA does not pay the premium for dental insurance. EGID offers several choices of dental insurance:

- HealthChoice Dental
- Assurant Freedom Preferred
- Assurant Heritage Plus with Specialty Benefit Amendment
- Assurant Heritage Secure (Prepaid)
- Cigna Dental Care Plan (Prepaid)
- Delta Dental PPO
- Delta Dental PPO Plus Premier
- Delta Dental PPO - Choice
- MetLife Classic
- MetLife Value MAC
- MetLife Value PDP

### Vision Insurance

EGID offers several vision plans. Vision insurance is an optional choice for employees. OSLA does not pay the premium for vision insurance. Coverage varies from plan to

plan.

- Primary Vision Care Services
- Superior Vision
- Vision Care Direct
- Vision Service Plan

## Life Insurance

EGID offers life insurance to employees and their dependents at a minimal cost. Employees can purchase basic life insurance beginning at \$20,000. Employees can enroll in supplemental life insurance in units of \$20,000 with a maximum amount of coverage available is \$500,000. Dependent life insurance covers all dependents and may be purchased at three options.

## Group Life Insurance

OSLA pays for group term life insurance for employees in an amount equal to their salary. Standard Insurance is the provider.

## Group Long Term Disability Insurance

OSLA pays for long-term disability insurance for employees. Should an employee become disabled and unable to work, there is a 90 calendar day waiting period before they would be eligible for benefits. Standard Insurance is the provider.

## Pension Plan

OSLA pays the pension contributions for the employees to the Oklahoma Teachers' Retirement System. The vesting period is five years. This is a defined benefit plan in which retirement benefits are based on a formula indicating the exact benefit one can expect upon retiring.

## 403(b) Retirement Plan

A supplemental retirement annuity plan for employees is offered through TIAA-CREF. Contributions are the responsibility of the employee and may be taken out on a pre-tax basis. Under TIAA-CREF, the employee has the ability to direct the investment of their contributions in various funds. Additional information on TIAA-CREF may be found at [www.tiaa-cref.org](http://www.tiaa-cref.org)

## Section 125 Plan

OSLA offers a Section 125 Plan administered by American Fidelity Assurance Company to help reduce the effect of eligible out-of-pocket expenses on employees' take home

pay by paying expenses on a pre-tax basis. The Section 125 Plan provides employees an opportunity to pay dependent premiums for medical insurance and all premiums for dental and vision insurance on a pre-tax basis. A Health Savings Account is available to use with the high deductible health plan option.

Additionally, the Section 125 Plan allows a participant to have a designated amount deducted from his or her pay on a pre-tax basis and deposited into a Health Flexible Spending Account and/or a Dependent Day Care Account.

Other coverage offered by American Fidelity under the Section 125 Plan includes cancer insurance, short-term disability income insurance, accident insurance, critical illness insurance and life insurance.

## Employee Benefit Allowance

In 2017 every employee receives monthly \$730 to use for paying for their health plan, dental plan, vision plan, life plan and dependent life plan. If funds remain after those options are paid for, the employee may apply the remaining allowance to a TIAA-CREF 403(b) account or Section 125 options.

Employees who opt out of health insurance coverage will receive \$150 per month. Proof of adequate coverage in a separate group health insurance plan is required.

## Paid Vacation Leave

Employees earn paid vacation leave based upon length of employment. New employees are given 24 hours of Emergency Leave for use during their introductory 90-day period, then are awarded the total equaling one day of vacation per month to finish the calendar year. After the first anniversary year has passed, the employee receives the annual vacation award of 15 days at the beginning of the calendar year. The increased levels continue to more than 20 years of employment, at which time the employee earns 27 vacation days.

## Paid Sick Leave

OSLA provides 12 days of paid sick leave each year. Sick leave is awarded on a calendar year basis.

## Paid Bereavement Leave

Employees who have completed three months of service are entitled to bereavement leave, which consists of three consecutive days of leave in the event of the death of a parent, sister, brother, spouse, domestic partner, child, father-in-law, mother-in-law or grandchild.

## Donated or Shared Leave

OSLA may allow employees to donate annual or sick leave to another employee who has exhausted, or will exhaust, all types of paid leave.

## Military Leave

Employees who are also members of U.S. Armed Forces are entitled to 30 days of paid leave per federal fiscal year to fulfill their military commitments.

## Paid Holidays

OSLA pays employees for 11 holidays a year.

## YMCA Membership

OSLA will pay 75 percent of an individual membership in the YMCA of Greater Oklahoma City. The joining fee and any remaining costs are the responsibility of the employee. The 25 percent balance and the joining fees are withheld as a payroll deduction and paid to the YMCA.

Current as of January 2017. OSLA benefits subject to change. Please confirm most current benefits with OSLA HR.