

HR TIMES

REACHING OUT TO SERVE LEE COLLEGE EMPLOYEES

HUMAN RESOURCES HIGHLIGHTS

HELPFUL WEBSITES:

[ERS Website](#)

[HealthSelect Website](#)

[Medco Website](#)

[Online Provider Directories](#)

[SKIP Website](#)

[TRS Website](#)

[Social Security](#)

FLU SHOTS

The Methodist Hospital (Methodist Wellness Services) will administer flu shots this year. Flu shots are not limited to only LC employees. Students, as well as the public, are welcome to receive a flu shot. Please feel free to forward this information to your students, family & friends. [CDC flu website](#)

Cost: \$22 each (Cash or check only. Receipts will be available for HCRA reimbursement.)
Location: Bayer Conference Room
Date: November 8, 2006
Time: 9:30 a.m. —12:30 p.m.

MWS will not administer the flu shot to children under 14. A parent/guardian must be present with children ages 14—17; women who are pregnant must have doctor's original written approval on the doctor's letterhead.

ERS HIGHLIGHTS

REMINDERS...

* All new, benefit eligible faculty and Administrators (paid at grade 3 or above) have 90 days from their hire date to enroll in the Optional Retirement Plan (ORP). The list of retirement vendors is in the Benefits & Payroll booklet provided to you when hired.

* New employees have 30 days from their hire date to enroll themselves and/or eligible dependents to optional coverages and 90 days from their hire date to enroll eligible dependents to their health insurance.

* The Dependent Care Reimbursement Account (DCRA) is only for day care expenses.

* Do not enroll in the ERS Short Term Disability plan. Lee College provides this benefit at no cost to you.

* All dependents 12 months and older must have their SSN entered in ERS in order for you to make any enrollment changes.

BENEFICIARY DESIGNATIONS

Employees can change or update their beneficiary information in [ERS Online](#) or by calling ERS at 1-877-275-4377.

ELIGIBILITY FOR ERS HEALTH INSURANCE AT RETIREMENT

You are eligible to enroll in the State's insurance program, as a retiree, if you fulfill all five of ERS' requirements.

MEDCO PRESCRIPTION PLAN

There are three tiers of co-payments available for

prescription drugs. Each plan year—September 1 to August 31 — you and each of your covered dependents have a separate \$50 deductible before the plan begins to cover drug costs. Only eligible prescription drug purchases count toward the \$50 deductible.

Long-term (maintenance) medications cost you less when you buy them through mail order. Up to a 30-day supply of long-term medications can be purchased at a retail pharmacy for a retail maintenance co-payment of \$15 for Tier 1, \$35 for Tier 2, or \$55 for Tier 3.

However, you can save money on these long-term medications by purchasing up to a 90-day supply through mail order.

Your doctor will need to provide you with a 90-day prescription with 3 refills. Download and print a [mail order form](#) for your next maintenance prescription.

The [prescription member guide](#) provides a more detailed explanation of the three tier plan, as well as a list of the most commonly prescribed drugs. ***Print this information and take it to your next doctor visit.*** It may be difficult for doctors to keep track of each patient's prescription drug plan.

Need assistance with ERS Online?

Learn how to request a new password and how to navigate ERS OnLine, including viewing your current coverage and making changes to your coverage during the Plan Year (September 1 – August 31), from the [ERS Tutorial](#) or contact me at x6532 or by email: crodrigu@lee.edu.