

BENEFITS *news*

December 2010

2011 BENEFITS CONFIRMATION STATEMENTS

All full-time benefits eligible faculty and staff will receive a confirmation of their annual benefits enrollment by mail in mid December. If you determine after receiving your confirmation that your enrollment is incorrect, please follow the procedure outlined below:



- Email the university Benefits Service Center at benefits@jhu.edu no later than 12/31/10 with the correction.
- Enter "2011 Annual Enrollment Correction" in the subject line.
- You will receive a return email acknowledging receipt of your request.
- A corrected Confirmation Statement will be mailed to you by mid January.

If you enrolled for Vision Coverage with United Healthcare, this enrollment is administered through our Voluntary Benefits Program and will not be reflected on your confirmation statement. You will receive a separate confirmation by e-mail. You can also visit the United Healthcare website at www.myuhcvision.com to print out your membership card(s). Should you need to make corrections to your Vision Plan enrollment, please contact Marsh customer service directly at 1-866-795-9362 before 12/30/10. Marsh customer service will be closed after 12N on 12/23 and 12/30; and closed for the day on 12/24 and 12/31.

Continuing in 2011, the university will provide \$900 annual Benefit Dollars (\$37.50 per pay) to full-time faculty and staff. Those employees earning \$40,000 or less will receive an additional \$200 annual Benefits Dollars (\$45.83 per pay) as rate relief. Benefit Dollars for 2011 will be added to your first paycheck in January and will be paid over the remaining pay periods in the year.

IN THIS ISSUE

| | |
|----------------------------------|---|
| Confirmation Statements | 1 |
| 2011 Insurance Cards | 2 |
| Commuter Transit Limits | 2 |
| FSA: Use It or Lose It | 3 |
| 403(b) Limits | 4 |
| 457 Limits | 4 |
| Annual Pension Statements | 5 |
| Retirement Seminar Online | 5 |
| Benefits eByte | 6 |
| Benefits Service Center Closings | 6 |
| Contact Us | 6 |



2011 INSURANCE CARDS

A new plan year may mean new insurance cards. To see if you should receive new membership cards, check the list below:

EHP Classic:

All participants will be sent new cards for 2011.

CareFirst BlueCross BlueShield, Kaiser Permanente, BlueChoice and United Concordia Dental:

Cards will only be sent to new participants and existing members who made changes.

CIGNA Dental: Membership cards are not issued.

MEDCO Prescription:

Cards will be sent to new participants and existing members who made changes.

Employees who switched medical plans between EHP, CareFirst BlueCross/BlueShield and BlueChoice will receive new cards identified with a new group number.

United HealthCare (Voluntary Vision Plan):

Membership cards are not mailed to the home but are accessible to you on the United HealthCare website at www.myuhcvision.com. Complete the information requested including your Social Security number as your unique identifier. Once in the site, you will see the link to print your ID card on the top right.

WageWorks Health Care FSA Reimbursement Card:

Cards will be sent to new participants and existing members whose cards have expired. The expiration date is noted on all cards.

Insurance cards are mailed to members from the provider. Contact the provider directly to check on the status of your card(s). Phone numbers for all benefit plan vendors are available on the [Benefits website](#).

PRE-TAX COMMUTING-TO-WORK LIMIT DECREASES

The university's Commuting-to-Work program treats qualified mass transit expenses on a pre-tax basis, which means the amounts are excluded from your taxable income up to the amount allowed by the IRS. The current \$230 per month pre-tax limit for transit benefits is set to expire on December 31, 2010. Beginning January 1, 2011, the limit will revert back to \$120 per month. WageWorks, our commuter benefits provider, has updated their systems to reflect the new \$120 limit, and any election amount that exceeds \$120 will be deducted from your pay on an after-tax basis. With the approach of the order deadline for January 2011, we recommend that you log into your account at www.wageworks.com to make any desired changes. The 2011 monthly spending limit for non-JHU parking will remain the same as in 2010 at \$230 per month.



2010 FLEXIBLE SPENDING ACCOUNTS: USE IT OR LOSE IT

As the end of the year approaches, here are a few important reminders concerning your 2010 flexible spending account(s).

Spend It By Date

Health care and dependent care expenses must be incurred between January 1 and December 31 in order to qualify towards your 2010 FSA. In exchange for the tax advantages of flexible spending accounts, the IRS requires any money not used by the end of the calendar year to be forfeited. To help you spend down your balance before year's end, refer to the IRS listing of eligible [health care expenses](#) and [dependent care expenses](#).

Resolve All Unverified Card Transactions

Please review your WageWorks account for any unverified card transactions. Your card privileges require you to submit appropriate receipts or repayment for any amount that appears under "Receipt or Repayment Needed" within 90 days from the original transaction date. Failure to do so may result in suspension of your card and a possible delay in the delivery of your new card for 2011. All outstanding transactions must be resolved before the end of the plan year.

Card Expiration Date

Once the 2011 plan year begins, your WageWorks card can only be used to access funds from your 2011 FSA account. If you have funds remaining in your 2010 FSA account, you will need to seek reimbursement via the [Pay Me Back Claim form](#). If your card expires in 2010, you and any eligible dependent with an expiring card will receive a new one prior to the beginning of the 2011 plan year.

Claim It Date

The final deadline for submitting health care and dependent care claims incurred in 2010 to WageWorks is April 30, 2011.





2011 403(b) CONTRIBUTION LIMITS

The Internal Revenue Service recently announced that annual 403(b) limits will remain the same for 2011.

If you are currently contributing the maximum into the 403(b) retirement plan, your contribution will automatically continue in 2011 without the need for a new Salary Reduction Agreement (with the exception of participating Temporary, Limited and Casual employees who must submit a new agreement annually). Remember, if you will be turning 50 during 2011, that limit will include the additional \$5,500 catch-up. Your 403(b) maximum may also increase if you will have completed 15 or more years of part-time or full-time JHU service by the end of 2011. The 15- Year Rule is a catch-up which could possibly allow you to contribute up to \$3,000 over the \$16,500 limit if you have not contributed up to the maximum limit in prior years.

To change the amount you are voluntarily contributing to the 403(b), you must submit a new [Authorization for Salary Reduction](#) form. If you are currently not enrolled in the 403(b) and would like to do so, contact the Benefits Service Center at 410-516-2000 or benefits@jhu.edu to request an information kit to be mailed to you.

2011 457 PLAN LIMITS

According to the Internal Revenue Service, annual limits for 457 plans will remain the same in 2011 as in 2010.

Full-time faculty and executives with base salaries over \$245,000 may enroll in the 457(b) Deferred Compensation Plan. If you elected to contribute the maximum in 2010, your contributions will automatically continue for 2011.

If your base salary is \$245,000 or below as of January 1, 2011, you will no longer receive the university's contribution under the 457(f) Supplemental Retirement Plan. Instead, you will receive the university's contribution on your full salary in the 403(b) plan. If your salary increases above the limit later in the year, contributions will resume in the 457(f) plans.

Enrollment forms for the 457 plans may be obtained by contacting the Benefits Service Center at 410-516-2000 or benefits@jhu.edu.

2011 Annual Limits

**Pre-tax Elective
Deferral: \$16,500**

**Age 50 & Over
Catch-up: \$5,500**

**Annual
Compensation:
\$245,000**

**Overall by Employer
and Employee:
\$49,000**

457 Annual Limits

**Pre-tax Elective
Deferral: \$16,500**

**Eligible Annual
Compensation:
\$245,000**



ANNUAL SUPPORT STAFF PENSION STATEMENTS

Prudential Retirement will be mailing approximately 4,800 annual pension plan statements to participants at the end of December. Current support staff should receive the mailing in their homes by early January. Questions concerning the statement can be directed to Prudential at 1-877-PRU-2100.



RETIREMENT EDUCATION SEMINAR SERIES AVAILABLE ONLINE

This past fall, the university partnered with TIAA-CREF to host a Financial Education Seminar series across our multiple campuses. Participation and interest in the seminars has been overwhelming so we are providing the series online. Those of you who want to review the presentations again or who were unable to attend in-person can now view the new online Benefits FastFacts on the [Benefits website](#). Saving for retirement is one of the most important, yet often overlooked, aspects of financial life. The seminars, designed specifically for Johns Hopkins University employees, provide strategies to help you reach your savings goals no matter where you are in your life or career.

[Retirement 101](#) – you will learn about the university’s retirement plans, investment basics, applicable fees and more.

[Staying on Track in a Volatile Market](#) - you will get an overview of the impact of recent economic trends and discuss investment strategies to help you succeed in one of the most unique financial markets in history.

Life Stages Seminars (coming to our website soon) - you will gain clear benchmarks to determine if your retirement strategy is on track. **Save for Tomorrow, Start Today** (Early Career), **Are You on Target?** (Mid-Career) and **Ready, Set, Retire** (Pre-Retirement).

Many of you have provided helpful feedback on additional topics around financial education you are interested in. Be on the lookout for more topics which will be developed next year.

Benefits eByte

The Benefits Service Center receives an average of 800 email inquiries/month. It's a quick and easy way for employees to get their benefit questions answered. Here's a sample of a frequently-asked-question received over the past month. We hope our sharing this information will be helpful to you.

Question: Do any of the university's medical plans have pre-existing condition limitations?

Answer: None of the JHU medical plans restrict pre-existing conditions.

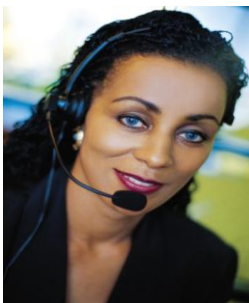
BENEFITS SERVICE CENTER CLOSINGS

The Benefits Service Center will be closed as follows:

- Every Thursday from 9:30-11:00 a.m. Staff Meeting
- Thursday, December 23 (12:00 pm) Christmas Eve
- Friday, December 24 Christmas Day
- Thursday, December 30 (12:00 pm) New Year's Eve
- Friday, December 31 New Year's Day

FOR MORE INFORMATION ABOUT YOUR BENEFITS

If you have questions or need help regarding your benefits, visit the Benefits website at www.benefits.jhu.edu or contact the Benefits Service Center:



Phone: 410-516-2000
E-mail: benefits@jhu.edu
Fax: 443-997-5820

JHU at Eastern
Office of Benefits Services
1101 East 33rd Street
Suite D-100
Baltimore, MD 21218
Monday – Friday
8:30 am to 5:00 pm

East Baltimore Campus
Benefits Service Center
1830 E. Monument Street
Room 512
Monday & Wednesday
Appointments only
Call 410-516-2000



Become a fan of [JHU Human Resources](#) on Facebook



[Subscribe](#)