

Questions and Answers for Great Bend Benefits

*In preparation for Great Bend employees to fully join health system benefits, the Human Resources Benefits team hosted question-and-answer sessions in late September. The attendees asked informed questions about the benefits package; answers to the most frequently asked questions – related to PTO, retirement plan, pharmacy benefits and education benefits – are below. **This information was updated November 3, 2021 to reflect new enhancements to the PTO program.***

For additional questions, the Benefits team is here to help:

- *Benefits Help Line: 888-494-9119*
- *Benefits Email: benefitsconnection@kumc.edu*

Overall

When will the 2022 benefits guide be available on the website?

The interactive benefits guide and the downloadable PDF for 2022 benefits are live on the [Benefits Connection](https://kansashealthsystembenefits.com) portal (kansashealthsystembenefits.com). Printed copies of the full benefits guide, as well as a quick reference guide, was mailed to the homes of Great Bend employees in late September.

Do our years of service start from when we were hired at Great Bend or when we became part of the health system?

The health system honors the date employees were hired at Great Bend. Using that date determines the amount of PTO earned as well as contribution levels and vesting for the retirement plan.

Paid Time Off

What is the new cap to rolling over PTO?

A new PTO maximum (announced November 3) of 300 hours for all employees will take effect December 19, 2021. This is a net increase for Great Bend employees since holidays will be separate from PTO starting with Christmas Day 2021.

The updated PTO chart is available on the [Benefits Connection](https://kansashealthsystembenefits.com) portal, kansashealthsystembenefits.com. On the top menu, click 2022 Benefits > PTO Chart.

Is the maximum PTO balance the same for fulltime and part-time employees?

Yes, the maximum of 300 hours is the same for full-time and part-time employees.

When the new PTO bank maximum takes effect, will the over amount be paid out or be available to be used?

In early November, a new, higher PTO bank maximum was announced. The new limit of 300 hours will take effect December 19, 2021. Employees who have 250 or more hours in their PTO bank on that date will receive an automatic cash-out of the amount over 250 hours at 100% credit. Employees do not need to do anything for this to happen. The payout of PTO overage will be on January 7, 2022.

Do staff need to use all their PTO before January 1?

No. We want employees to have ample time to rest and renew, so PTO balances carry over from year-to-year. Once the new PTO limit of 300 hours is reached, the employee no longer accrues PTO until they have used PTO hours and their balance has dropped below the maximum.

A new maximum of 300 hours for PTO banks will take effect December 19, 2021. For employees with 250 or more hours in their PTO bank on that date, the health system will automatically cash out the overage at 100%.

Does the health system allow employees to cash out PTO? When is that available?

Great Bend employees will be eligible to participate in the health system's PTO sell-back program in 2022. The health system encourages employees to use their PTO to rest, renew and take care of their health. However, employees who have an abundance of PTO hours do have the option to sell back hours. Typically, sellbacks happen twice a year with election of PTO hours to sell back made in May for payout in the first paycheck in June, and again in November for payout in the first paycheck of December.

Going forward, employees may sell back up to 80 hours of PTO per year (up from a previous limit of 40). The sell-back rate is typically 90%. The executive team of the health system may adjust this process at any time based on business dynamics.

What will happen to my EIL balance?

Extended Illness Leave hours will expire December 31, 2021.

How do holidays work with PTO?

Beginning December 19, 2021, holiday hours will be in addition to and separate from your PTO bank. Because you will no longer have to use PTO for holidays, holiday hours are not included in the PTO accrual rate. That means your PTO accrual may appear lower in 2022, but it is a net increase.

All employees with an FTE of 0.5 or greater will receive 8 hours of holiday credit (prorated by FTE) for each of the 8 holidays in the calendar year. Employees are paid the holiday credit whether or not they work on the holiday. If you work a shift on a holiday, you will receive holiday pay in addition to your pay for that day. With this effective date, Christmas Day 2021 will not be deducted from your PTO bank.

To save PTO, I used to make up holiday hours on another day. Is that still an option?

That is no longer needed since holiday credit will not be included in your PTO accrual starting December 19, 2021. You will be paid the holiday credit whether or not you work on the actual holiday.

Retirement benefits

What will my employer contribution be?

With the health system retirement plan, the employer contribution varies with years of service. A 3% matching (employer) contribution begins immediately upon hiring. The employer contribution level increases by 1 percentage point every 5 years until reaching a maximum contribution of 8.5% for employees with 20 or more years of service.

For a detailed grid showing contribution levels for the employer and employee, visit the [Benefits Connection](https://kansashealthsystembenefits.com) portal, kansashealthsystembenefits.com and on the top menu, click 2022 benefits > 2022 retirement plan highlights. You may also find more details and a helpful link to Fidelity on 24/7, [Retirement Savings](#) page (*network access required*).

Will I be fully vested after the transition?

You are always 100% vested in your own contributions. Contributions from the health system/employer are vested after completion of 3 years of service. One year of service is credited for each year in which you work at least 1,000 hours.

Can I rollover my balance from Principal?

Yes. Your dedicated Fidelity Retirement Planners, Craig Fischer and Ben Wright, can assist with the rollover. Contact craig.fischer@fmr.com or ben.wright@fmr.com.

What happens to my retirement plan loan?

There are two options for outstanding loan balances (the transition will not affect the terms or length of your loan):

- If your retirement plan account is rolled over to the health system plan, the loan may also be rolled over.
- You may pay off the loan (Principal will accept only lump-sum payments).

If the loan is not paid off or rolled over, it will be defaulted.

Pharmacy benefits

Is there a difference in pricing for prescriptions at The Medicine Shoppe vs. the health system pharmacy?

What you pay for prescriptions depends on several factors: the medical plan you are enrolled in, where you fill your prescriptions, whether you choose a generic or brand, and the number of days' supply.

- The health system pharmacy provides the best price and is the most convenient because prescriptions can be filled electronically and delivered free to your home.
- All maintenance and specialty medications **must** be filled by the health system pharmacy. This is to help you and the health system manage costs.
- Because there is not a health system pharmacy location in Great Bend, employees may fill prescriptions for acute needs – those prescribed to treat short-term symptoms for a specified period of time – at The Medicine Shoppe (Great Bend location only) or Medical Park Pharmacy.
- If you are enrolled in the HSA Advantage plan, you will pay the full cost of the prescription until your deductible is met. You will almost always pay less when you fill prescriptions at the health system pharmacy. You can contact the pharmacy to inquire about the retail cost of your prescriptions or search drug pricing tools on myhealthtoolkitkc.com.
- If you enrolled in the Signature plan, you will pay a flat copay for prescriptions.

For tips on how to make the most of your pharmacy benefit, visit the [Benefits Connection](https://myhealthtoolkitkc.com) portal at kansashealthsystembenefits.com. Click News on the left-side menu, then Pharmacy. You may also check the drug formulary on the Benefits Connection portal; click 2022 Benefits > 2022 Pharmacy References. Find additional drug pricing tools at myhealthtoolkitkc.com.

Is there any way to get our maintenance medications locally without paying more?

No. The health system is the exclusive pharmacy for maintenance (and specialty) medications. The health system delivers the prescriptions free directly to your home.

Education benefits

Is there a list that shows us which schools are accredited for continuing education?

Yes. For full details about tuition reimbursement, visit the [Tuition Reimbursement and Certifications](#) page on 24/7 (*network access required*). To see the list of 220+ schools, visit ukhs.edassist.com and register with username kansashealthsystem and password Benefits4You.

Where do we submit applications for reimbursement of continuing education/ certifications?

Beginning January 1, 2022, Great Bend employees who are 0.5 FTE or above are eligible for a certification recognition award for certain approved professional certifications that are **not** a requirement of their job. For full details about professional certifications and the reimbursement form, visit the [Tuition Reimbursement and Certifications](#) page on 24/7 (*network access required*). To request reimbursement, please email the completed form with leader approval to CertificationPayment@kumc.edu. Call the HR Support Center at 913-945-6500 with questions.

Can I be reimbursed for a CPR/First Aid course?

That depends on your job as only certifications that are **not** required for your job qualify for the program. Please talk with your manager to learn what applies to you based on your job.

What if I want to become a compound sterile preparation technician (CSPT) on top of my CPhT? Can I receive reimbursement for that?

The certification cannot be a requirement for your job to be eligible for reimbursement. Managers must approve requests for certification reimbursement. The form and full details are on the [Tuition Reimbursement and Certifications](#) page on 24/7 (*network access required*).

Air ambulance

If I purchased a 5-year plan for Air Med, are we getting money back from them?

Beginning January 1, 2022, Air Med will not be offered as a benefit from the health system. Air Med remains a service to the community and employees may purchase memberships with Air Med with direct billing; payroll deduction will not be available after December 31, 2021.

If you have paid for a multi-year membership, you will remain a member of Air Med for that entire timeframe. Changing from payroll deduction to direct bill impacts only future payments. Contact Nate Brown with Air Med at nate.brown@gmr.net or (785) 216-9087 to transfer your account to direct billing as needed for any future payments.