Medical Insurance
There will be no changes to the Medical insurance and the monthly contributions are remaining the same. You still have the medical choice between payment options with the same comprehensive coverage for 2022: Aetna Option 1 or Aetna Option 2. Both include the same coverage and come with Prescription coverage through Caremark/CVS. The only difference between options are the copays, deductibles, coinsurance and contributions.

Dental Insurance & Vision Insurance
The MetLife PPO dental plan and the DMO dental plan premiums are decreasing for 2022. The PPO plan is decreasing by 5% and the DMO plan is decreasing by 11%. The vision plan is provided at no cost to all employees enrolled in the Institute Medical Plan and offers the same coverage as 2021.

Flexible Spending Account
If you participate in Medical FSA or Dependent Care FSA, you will need to make a new 2022 election through SyncHR by November 24.

Life/Voluntary Life Insurance
You will be able to see the life insurance benefit during the SyncHR open enrollment process and you will need to add the beneficiary information. You can make a new selection of your Voluntary Life insurance plan. Also, you can make a selection for your spouse and child which is a new benefit in 2022.

In addition to your initial enrollment, you may make changes to your health, dental, and FSA plans within 31 days of when certain “qualifying life events” occur. The chart below outlines the events that would permit off-cycle changes.

**BENEFIT CHANGES (QUALIFYING LIFE EVENTS)**

The Internal Revenue Service (IRS) states that eligible employees may only make elections to the plan once a year; open enrollment benefit choices are binding through the end of the plan year. The following are some examples of life events that allow you to change your benefits during the year:

- Marriage
- Birth, adoption or placement for adoption of an eligible child
- Divorce
- Loss of spouse’s job where coverage is maintained through the spouse’s plan
- A significant change in your coverage, as well as your spouse’s health coverage attributable to your spouse’s employment
- Death of spouse or dependent
- Loss of dependent status
- Shift from per-diem to part-time or full-time status (or vice versa) or to a position that is or is not benefits eligible
- Becoming eligible for Medicare or Medicaid during the year
- Receiving a Qualified Medical Child Support Order (QMCSO)

These special circumstances, often referred to as Qualifying Life Events, will allow you to make plan changes at any time during the year in which they occur. For any allowable changes, you must provide Human Resources with documentation from your present insurance company indicating that your benefits under their program have been terminated within 31 calendar days of the event to avoid a lapse in coverage. Changes that are requested due to a “change of mind” cannot be allowed until the next annual Open Enrollment period.
Eligibility
Staff are eligible to participate in health coverage effective with their date of hire. Most other benefits begin on the first day of the month coincident with or next following the date of hire. As a result of Health Care Reform legislation, dependent children are eligible for Medical/Prescription benefits through the end of the month in which they turn 26 regardless of student status, marital status, financial dependence or residence.

Medical/Prescription Benefits
You may choose from two payment options offered through Aetna, whichever one best meets your/your family financial needs, or you may choose to waive medical coverage. Both options allow you to receive care from many sources and cover a broad range of health care services and supplies. The payment options differ in how they share costs with you and how you would like to pay. Each option is summarized in the table below.

<table>
<thead>
<tr>
<th>Medical</th>
<th>Option 1 (You Pay)</th>
<th>Option 2 (You Pay)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>In-Network</td>
<td>Out-of-Network</td>
</tr>
<tr>
<td>Calendar Year Deductible (Individual / Family)</td>
<td>$250 / $500</td>
<td>$2,000 / $4,000</td>
</tr>
<tr>
<td>Coinsurance</td>
<td>20%*</td>
<td>30%*</td>
</tr>
<tr>
<td>Calendar Year Out-of-Pocket Max (Individual / Family)</td>
<td>$2,000 / $4,000</td>
<td>$3,000 / $6,000</td>
</tr>
<tr>
<td>Preventive Care</td>
<td>0%</td>
<td>30%*</td>
</tr>
<tr>
<td>Primary Care Office Visit</td>
<td>$20</td>
<td>30%*</td>
</tr>
<tr>
<td>Specialty Care Office Visit - Behavioral Health Visits</td>
<td>$30</td>
<td>30%*</td>
</tr>
<tr>
<td>Teledoc Visit (must use Teledoc doctors)</td>
<td>$20</td>
<td>N/A</td>
</tr>
<tr>
<td>Urgent Care Facility</td>
<td>$50</td>
<td>30%*</td>
</tr>
<tr>
<td>Emergency Room Care</td>
<td>$250</td>
<td>$250</td>
</tr>
<tr>
<td>Inpatient Hospital</td>
<td>20%*</td>
<td>30%*</td>
</tr>
<tr>
<td>Outpatient Surgery</td>
<td>20%*</td>
<td>30%*</td>
</tr>
<tr>
<td>Routine Radiology / Lab</td>
<td>20%*</td>
<td>30%*</td>
</tr>
<tr>
<td>Advanced Radiology (MRI, MRA, CAT, PET Scan)</td>
<td>20%*</td>
<td>30%*</td>
</tr>
</tbody>
</table>

Limitations and maximums may apply. Please refer to the plan summaries and Summary of Benefits and Coverage (SBC) for more information.

*After Deductible

For more information on plan benefits or to locate a participating provider near you, please visit [www.aetna.com](http://www.aetna.com).
Dental Benefits

Good dental health is important to your overall well being. At the same time, we need different levels of dental treatment. It is for this reason that the Institute offers staff two dental plan options through MetLife: The DMO Plan and the PPO Plan. Both dental plans provide coverage for Preventative Services, Basic Services, Major Services and both Adult and Child Orthodontia. Dependent children are eligible for dental benefits through the end of the year in which they turn 23 regardless of student status, marital status, financial dependence or residence.

The PPO Plan offers participants the flexibility to receive care from a MetLife PPO network dentist or from any dentist of their choosing. However, this plan provides the highest level of coverage when visiting participating network dentists as these dentists have agreed to provide care and services at discounted rates. If you choose to receive care from an out-of-network dentist, you will generally pay more for covered services as out-of-network dentists may charge you over the reasonable and customary limit for covered dental services.

The DMO Plan provides benefits when a dentist from the MetLife DMO network performs covered services. Staff who enroll in this plan are required to select a Primary Care Dentist who is responsible for coordinating all dental care and providing any necessary referrals. While this plan offers comprehensive dental coverage at lower per pay period contributions than the PPO Plan, it does not offer coverage for services received outside of the MetLife DMO network.

<table>
<thead>
<tr>
<th>Calendar Year Maximum * (plan pays)</th>
<th>In-Network</th>
<th>Out-of-Network</th>
<th>None</th>
</tr>
</thead>
<tbody>
<tr>
<td>You Pay</td>
<td>$1,500</td>
<td>$50 Individual / $150 Family</td>
<td>$5 Copay for Office Visit Most Services Covered at 100%</td>
</tr>
<tr>
<td>Preventive Services (no deductible)</td>
<td>0%</td>
<td>0%</td>
<td></td>
</tr>
<tr>
<td>Basic Services (after deductible)</td>
<td>20%</td>
<td>20%</td>
<td>Copay Schedule</td>
</tr>
<tr>
<td>Major Services (after deductible)</td>
<td>50%</td>
<td>50%</td>
<td>Copay Schedule</td>
</tr>
<tr>
<td>Orthodontia (to age [19])</td>
<td>Covered</td>
<td>Covered</td>
<td>Covered</td>
</tr>
<tr>
<td>Orthodontia Lifetime Maximum (per person)</td>
<td>50% to $1,000</td>
<td>$1,850</td>
<td></td>
</tr>
</tbody>
</table>

For detailed plan summaries, please contact the Human Resources Office Fuld 101/102, ext. 8243 or hr@ias.edu
Basic Life and AD&D Insurance
Life and AD&D Insurance is an important part of your financial security, especially if others depend on you for support. That’s why the Institute provides eligible staff with a Basic Life Insurance benefit that equals 1.5 times their annual salary up to a maximum of $1,000,000. This coverage is provided to you at no cost to you through Guardian.

Voluntary Life Insurance
Eligible staff may also purchase additional Voluntary Life Insurance through Guardian. Coverage may be purchased in increments of salary (1, 1.5 or 2) up to a maximum of $750,000 at initial hire or due to a qualified life event. If you elect this coverage you will be responsible for paying 100% of the cost, but will receive a discounted rate for being a part of the Institute. You may also purchase this benefit for your spouse or child. Spouse coverage amount is 100% of your amount to a maximum of $250,000. Child coverage amount is 10% of your amount to a maximum of $10,000.

Other Voluntary Benefits
Eligible staff have access to a greater variety of insurance plans through the Institute’s Voluntary Benefits Program. Enrollees pay 100% of the cost for plans in the program; however, the group rates are more affordable than what one would pay as an individual, and premiums for most plans can be paid for by a single, after-tax payroll deduction. The plans currently offered are Whole Life Insurance, Accident Insurance, and Critical Illness Insurance.

Vision Plan
The Institute offers an enhanced vision program through Vision Services Plan (VSP). This benefit, which is provided at no cost to our medical plan participants, provides vision care in addition to the coverage already provided by Aetna. The VSP Plan includes coverage for eye exams every 2-12 months, a $130 allowance for new frames every 24-months, subsidized payments for lenses, and many others.

Short-Term and Long-Term Disability Benefits
Benefits-eligible staff are covered under a private Short-Term Disability Plan that provides up to six months of benefits when an illness lasts more than seven consecutive days. The State disability rate is enhanced to full pay for a period equal to two times your number of years of service. Should your illness continue beyond the six-month period, you are eligible to apply for Long-Term Disability benefits which would provide, in combination with Social Security disability benefits, 60% of your base salary up to $20,000 per month.

FSA Accounts
By redirecting a portion of your salary into Flexible Spending Accounts, you have the opportunity to pay for insurance premiums, out-of-pocket medical and dental expenses, and certain dependent care expenses with money that is not taxed. Over-the-counter medications are also eligible for reimbursement with a prescription from your physician. Every November you are given the opportunity of choosing a new amount to allocate to these accounts for the following calendar year.

Retirement Plan
A retirement annuity program has been established by the Institute with the Teachers Insurance and Annuity Association (TIAA) and the College Retirement Equities Fund (CREF). Enrollment occurs the date of hire. The Institute contributes 9.5% of base compensation up to the Social Security wage base and 15% of base compensation above the wage base up to the IRS cap. You have a choice of more than 15 funds (including various bond, stock and life cycle funds) in which to invest and contributions can be allocated between the funds as you choose.

Voluntary Tax-Deferred Annuities
You are eligible to participate in a voluntary tax-deferred annuity plan, also through TIAA-CREF. You may open a Supplemental Retirement Annuity contract (SRA) and contribute money on a pre-tax basis. With your first contribution, you are 100% vested in these voluntary plans. The same fund options available through the retirement plan are available for your personal contributions. Also, there is an automatically enrollment feature for all new hires after 1/1/2021 with a deferral of 3% into the 403(b) plan.

Tuition Assistance - Children
The Institute provides educational assistance grants to employees whose children are attending, on a full-time basis and as candidates for degrees, an undergraduate college or university. To be eligible for this grant on a tax free basis, a child must be dependent and either be naturally born, legally adopted, or a dependent step-child of the staff member. In addition, under IRS rules, a qualifying dependent child attending college is one who is a full-time student and has not reached age 24 by the end of the calendar year. If a child is over 24 but meets all of the other dependent criteria listed above, he/she will be eligible for the grant but it will be paid to the parent as ordinary income and will be subject to withholding taxes. Regular employees who have completed five years of service prior to the academic year for which the scholarship grant is requested are eligible to apply for tuition assistance for their child(ren).

Eligibility with a last prior employer for an educational grant such as this, can possibly substitute for the service requirement after completion of the introductory period. Children are eligible for one Institute grant each year for up to four years of undergraduate study. Effective July 1, 2021, the grant covers one-half of tuition and academic fees up to a maximum of $19,000 per year. There is a maximum of $228,000 (effective July 1, 2021) for scholarship grants per family.

Tuition Assistance - Staff
You are eligible to take college-credit courses that either enhance skills you need in your current position or prepare you for another post at the Institute. The Institute reimburses you 100% of the first $1,500 in tuition and fees and pays 75% of the remaining costs, up to a maximum reimbursement per year of $5,250.

Employee Assistance Program
As an Institute employee, you and your immediate family members are eligible for the employee assistance program (EAP) offered through Guardian. This program is designed to help individuals, on a confidential basis, resolve personal and work-related problems, including those involving legal and financial matters, alcohol or drug problems, and emotional, family or marital difficulties. The program is available 24-hours per day, every day, to Staff and members of your household. You are entitled to receive up to three face-to-face counseling sessions per year. The telephone number for the EAP is 800-386-7055.

ABOUT THIS BENEFITS SUMMARY
This Benefits Plan Overview describes the highlights of our benefits in non-technical language. Your specific rights to benefits under the plan are governed solely, and in every respect, by the official documents and not the information in this Benefits Plan Overview.

If there is any discrepancy between the description of the benefits as contained in the materials and the official plan documents, the language of the official plan documents shall prevail as accurate. Please refer to the plan-specific documents for detailed plan information. Any of these benefits may be modified in the future to meet Internal Revenue Service rules or otherwise as decided by the Institute.