



Benefits Bulletin

February 2008

Saving More in 2008 ... Spending More In Retirement

What were your resolutions for the New Year? Saving more for your retirement should be on your list.

Resolve to Save More in Your Retirement Plan

When you consider that people are living longer and health care costs are on the rise, it's easy to see why it's so important to save as much as possible for your retirement. Carnegie Mellon provides a retirement benefit, but you need to take charge of saving the rest.

There's Still Time to Catch Up

If you will be age 50 or older by the end of 2008, you may contribute more to your Supplemental Retirement Account (SRA). This valuable "catch up" provision is a way to quickly boost your balance and make up for lost time as retirement nears.

Save to the Max

Even a small increase in your annual contribution rate can make a big difference in the long run. See how much with Vanguard's *Save More Calculator* at <http://www.vanguard.com/save> or TIAA-CREF's *Tax Advantage Calculator* at <https://www3.tiaa-cref.org/coneval/ConServlet>. Plug in the numbers to see how dramatically the money could grow if you boost your savings rate.

Increase Your SRA Contributions Today

Some New Year's resolutions are hard to keep, but this one doesn't have to be. Simply log in to HR Connection's Financial Module (<http://hr.web.cmu.edu/resources/hrconnect>) to change your contribution level. Get on track

to a more secure financial future - you'll be glad you did!

Vanguard and Vanguard.com are trademarks of The Vanguard Group, Inc.

© 2007 The Vanguard Group, Inc. All rights reserved. Used with permission. Vanguard Marketing Corp, Distributor.

403(b) SRA Limits in 2008

The amount that you may contribute to your Supplemental Retirement Account each year is set by the IRS. The limits for 2008 were unchanged from 2007. **You may contribute up to \$15,500 in 2008. Those who will be at least age 50 by Dec. 31, 2008 may contribute an additional \$5,000 per year.** When you set aside money pre-tax, the impact on your take-home pay can be minimal.

Why Wasn't That 100% Covered ... It Was a Preventive Care Service, Right?

Our health plans cover 100% of preventive care services in accordance with the plan's preventive care schedule. There are no copays, coinsurance or deductibles for these services.

However, it's important to know what constitutes a service that is covered by our preventive care benefits. Eligible services that are *not* on the plan's schedule of preventive services are covered as standard medical expenses; copays, coinsurance, and deductible requirements will apply.

To see the complete list of covered procedures on your plan's schedule of preventive care services, see <http://hr.web.cmu.edu/current/insurance/health/preventive/>.

What Does NOT Constitute A Preventive Care Service

Below are some services that people mistakenly assume will be completely covered as a preventive care service. Please note that these are NOT in accordance with the preventive care schedules of our plans, and are covered as standard medical claims.

1. **A physical performed as a requirement for a service or employment.** If you obtain a physical for a driver's license, to obtain insurance, or as a requirement for a job, it is not considered a preventive care visit.
2. **Immunizations received before international travel.** Only the adult immunizations listed on

the preventive care schedule are covered at 100%.

3. **Disease management testing.** Those with risk factors or chronic conditions obtain many screenings and tests that are appropriate for their circumstances - from foot exams and blood tests for diabetics to mammograms for those at high risk for breast cancer. These procedures are preventive in nature, but are not part of the standard preventive care schedule.
4. **Other services performed at a preventive care visit.** If your doctor performs a service that is not on the schedule of services at a preventive exam, that service will be subject to coinsurance and deductible requirements.

Learn more about Carnegie Mellon benefits from the HR web site at <http://hr.web.cmu.edu/current/>.

New Web Site Login for Davis Vision Members

Davis Vision announces a new login process for members who wish to access information via the Davis Vision web site.

During the third week of February, 2008, Davis Vision will implement a new member authentication process for all web users. This new process will be easier and faster, and be more secure.

During a one-time registration process, Davis Vision web users will enter a user name (a valid e-mail address) and create a unique password. For subsequent access to the site, members will enter the new user name and password. This approach eliminates the use of your Social Security Number to access the site.

When registering, you can create your own password hint and establish a security question. Members may also request automatic password resets, which will be sent to the user's e-mail address on file.

NOTE: Individuals will continue to be able to use any Davis Vision Client Control Codes and existing links to generic group information on the Davis Vision web site without having to use the new login process.

Schedule a Retirement Counseling Session

Are you saving enough to meet your retirement goals? Are you investing in the best funds for your circumstances? When should you change your investment mix? These and other questions can be answered during a 1-on-1 retirement financial counseling session with a Vanguard or TIAA-CREFF representative. Sign up for a session from <http://hr.web.cmu.edu/current/work-life/retirement/programs>.

Submit Your 2007 Health Care and Dependent Care Claims by June 30th

If you have any funds remaining in your Health Care Flexible Spending Account (HCFSA) or Dependent Care Reimbursement Account (DCRA) from 2007, you have until June 30, 2008 to submit your claims for expenses incurred during 2007. Any unclaimed funds remaining in your account after June 30 will be forfeited.

All claims should be submitted to eBDS. See <http://hr.web.cmu.edu/current/insurance/reimbursement/claims/> for the instructions and forms to file HCFSA and DCRA claims. Note that proper documentation (such as receipts or Explanation of Benefit forms) must be included.

Special Note for HealthAmerica/CBSA Participants from 2007

The HCFSA carrier for HealthAmerica participants in 2007 was Corporate Benefit Services of America (CBSA). The university dropped CBSA as a HCFSA carrier in 2008. Therefore, eBDS is processing the 2007 claims of former CBSA participants.

If you had an account with CBSA in 2007 and have money remaining in your account, you must file claims with eBDS through June 30, 2008 to obtain those funds.

If you submit your claim to CBSA, it will not be processed or returned to you; you will need to resubmit your claim to eBDS. Contact the Benefits Office at 268-4747 with any questions.

Check Out LifeWorks

LifeWorks Online has added new content for 2008 - from online toolkits and self-assessments to new life articles and free materials. You can also access a consultant at any time. Check them out from <http://hr.web.cmu.edu/current/work-life/lifeworks/>.

Paid Time Off and Holidays in 2008-09

With the start of a new year, the floating holidays that full-time employees receive has reset to three. Any unused floating holidays from 2007 are lost. New employees hired in 2008 may receive fewer floating holidays this year, depending on their date of hire. See <http://hr.web.cmu.edu/current/work-life/holidays/#floating> for the schedule.



The official holiday schedule for 2008 and 2009 has been posted on the Human Resources web site. Take a look at the schedule so you can plan ahead for vacations and coverage. The Official Holiday Schedule can be found at <http://hr.web.cmu.edu/current/work-life/holidays/>.

New Member ID Cards Not Required For Most in 2008

Wondering if you should have received a new member ID card for your health and medical plans in 2008? Here are the people who should have received new ID cards:

- **Changed medical plan:** If you made a change during the Open Enrollment period to your medical plan or carrier, you should have received a new card.
- **Changed prescription, dental or vision carrier.** You should receive a new card if you are new to the *carrier*, but will not receive a new card if you merely changed *options* with the same carrier.

Note: Though our prescription carrier has merged with Caremark, changing its name to CVS/Caremark, new ID cards were not issued. Your current PharmaCare member ID card will continue to function properly.