



Outstanding Time-off Benefits

Full-time exempt employees are eligible for the following:

- 12 paid holidays each year.
- 15 paid vacation days per year. The accrual rate increases with additional years of service up to a maximum of 21 days.
- Generous sick leave allowance.
- Up to six-month leave of absence for birth or adoption of a child.

Part-time exempt employees are eligible to observe any holiday that falls on a day they would otherwise work. Part-time employees accrue vacation and sick leave on a pro-rated basis according to their full-time employment percentage.

Full-time non-exempt employees are eligible for the following:

- 12 paid holidays each year.
- 13 paid vacation days per year. The accrual rate increases with additional years of service up to a maximum of 20 days.
- Five paid personal leave days per year.
- Generous sick leave allowance.
- Up to six-month leave of absence for birth or adoption of a child.

Part-time non-exempt employees are eligible to observe any holiday that falls on a day they would otherwise work. Part-time employees accrue vacation and sick leave on a pro-rated basis according to their full-time employment percentage.

This is a general guide to the benefit programs available to new employees of the Research Foundation of SUNY. It does not provide complete details or descriptions. The information provided is based on the benefit provisions in effect at the time of the printing of this booklet and is subject to change.

Prepared by the Human Resources Department (2/12)



Outstanding Benefits Package

In addition to our highly competitive salaries, SUNY Upstate Medical University's benefit package is among the best in the greater Central New York area.

The following represent some of the valuable benefits offered:

- A wide variety of health insurance options, with minimal cost sharing
- Employer-paid dental and vision benefits
- Flexible Spending Account Program
- Outstanding retirement program
- Retirement Savings Programs
- Credit Union
- Day care
- On-site fitness facilities
- Employee Assistance Program
- Union-sponsored benefits
- Payroll deducted College Savings Program
- Discounts for auto and home insurance through Liberty Mutual.



SUNY Upstate Medical University ensures equal employment opportunity without regard to race, color, religion, sexual orientation, age, national origin, disability and marital status, in accordance with federal and state law.

For More Information regarding employment opportunities at SUNY Upstate Medical University, please contact:

315-464-4830 • hr@upstate.edu

Your calls and e-mails will be handled confidentially.

OFFICE OF HUMAN RESOURCES - BENEFITS

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THE RESEARCH FOUNDATION
The State University of New York

Benefits Summary

for Research Foundation Employees



Are Upstate

Drive Innovation & Discovery
Respect People
Serve Our Community
Value Integrity

We drive innovation and discovery
by empowering our university family
to bring forth new ideas and to ensure quality.

We respect people
by treating all with grace and dignity
and embracing diversity.

We serve our community
by living our mission.

We value integrity
by being open and honest
to build trust and teamwork.

	COVERAGE WAITING PERIOD	ELIGIBILITY	DESCRIPTION	COST/PAYMENT
Health Insurance (Active Employees)	Coverage begins on 43rd calendar day following employment or eligibility, unless you have a break in service.	Must be an employee working at least 50 percent on a regular appointment.	Health Insurance Options: 1. Empire Deluxe PPO 2. HMO-Blue 3. MVP All options provide a wide range of benefits, including hospital, medical/surgical, prescription drugs, mental health and substance abuse.	You pay 10 percent of the cost for individual coverage; the RF pays 90 percent of the cost. You pay 25 percent of the cost for dependent coverage; the RF pays 75 percent of the cost. Your portion of the cost for this benefit is paid through biweekly pre-tax payroll deductions.
Dental Care	Coverage begins six months from the date of employment or eligibility for Preventive/Basic Orthodontics and 12 months from eligibility for Major and Postodontic services.	Same as Health Insurance (Active).	Benefits: • Preventive, basic and major services • \$1500 – \$2000 calendar year maximum • Orthodontic \$2000 maximum lifetime benefit per child	You pay 10 percent of the cost for individual coverage; the RF pays 90 percent of the cost. You pay 25 percent of the cost for dependent coverage; the RF pays 75 percent of the cost. Your portion of the cost for this benefit is paid through biweekly pre-tax Payroll deductions.
Vision	6 months	Same as Health Insurance (Active).	Eye exams and lenses/frames from the plan selection once every 24 month period.	The RF pays the full cost for this coverage.
Flexible Spending Account Program	6 months	All RF employees are eligible.	There are two parts to the Flex Spending Account Program – the Dependent Care Advantage Account (DCAAccount) and the Health Care Spending Account (HCSAccount). These accounts provide you with a means to pay for your dependent care or health care expenses with pre-tax dollars. Employees who enroll in the DCAA receive an employer contribution of between \$300-\$800.	Employees fund this through pre-tax salary deductions.
Basic Life	6 months	Same as Health Insurance (Active).	\$10,000 basic coverage & accidental death & dismemberment	The RF pays the full cost for this coverage.
Optional Life Insurance	6 months	Same as Health Insurance (Active).	You can elect 1x (one time), up to 7x your salary rounded to the next Higher \$1,000 up to a maximum of \$290,000.	Employees fund this benefit through biweekly payroll deductions.
Dependent Term Life Insurance	6 months	Same as Health Insurance (Active).	Employees can elect up to \$100,000 coverage for spouse (not to exceed 100% of employee's combined Basic Term and Optional Term Life coverage. Employees can elect up to \$10,000 coverage for Dependent children.	Employees fund the benefit through biweekly payroll deductions.
Workers' Comp	Coverage begins on the first day of active work. Income replacement benefits begin seven days after the day the disability begins. If the disability extends beyond 14 days, income replacement benefits begin on the first day of the disability.	All individuals covered under the New York State Workers' Compensation Law.	Medical expenses for on-the-job injury/illness reimbursed in full. Income replacement for on-the job injury/illness in the amount of two-thirds weekly salary up to \$772 per week.	The RF pays the full cost for this coverage.
NYS Disability	None, if eligibility was established with your previous employer. If eligibility was not previously established, coverage begins: • After four consecutive weeks of service for full-time employees. • After 25 regular work days for part-time employees. There is a 7-day waiting period before these benefits begin, starting with the first day you are unable to work because of your disability.	All individuals covered under the New York State Disability Law.	Fifty percent of salary up to \$170 maximum per week for a duration of up to 26 weeks. Must be employed the last four of eight weeks prior to disability.	The RF pays full cost for this coverage.
Voluntary Short-term Disability	28 days	Must be a salaried employee and have a minimum annual salary of \$15,000	May elect up to 60% of weekly earnings. Coverage available in \$100 weekly increments. (Benefit is offset by the NYS Disability benefit).	Employees fund the benefit through biweekly payroll deductions.
Long-term Disability	Coverage begins on the first day of the month following one year of full-time service.	Full-time employees only.	Benefits begin on the first day of the month following six consecutive months of certified total disability, or when full sick leave payments end, if later. Benefit provided is sixty percent of earnings to a maximum monthly benefit of \$5,000 after six months of total disability; offset by other sources of income.	The RF pays the full cost for this coverage.
Basic Retirement	Coverage begins after 1 year waiting/vesting of qualified service.	In most cases, must be an employee in active pay status working at least 50% on a regular appointment.	Employee immediately vested after a one year waiting period. Contribution is eight percent of earnings for first seven years of service and ten percent of earnings thereafter.	The RF pays the full cost for this coverage.
Optional Retirement	None	All Employees	Tax-deferred savings through employee-paid salary reduction. The tax-deferred programs are TIAA-CREF SRA (Supplemental Retirement Annuity).	Employees fund this through a pre-tax salary deductions.