

UCHealth Benefits Quick-Guide

For more detailed information, visit the Benefits page on The Source (one of the links under the Human Resources menu).

Benefits offered to all employees:

Retirement programs with automatic enrollment (**no enrollment needed**):

- Basic Pension Plan (employer funded)
- 401(a) Fixed Contribution Account with mandatory 6.2% employee contribution

Retirement programs with optional enrollment (must enroll via **Fidelity**):

- 403(b) Matching Account – participating employees **0.5 FTE¹ and above** receive dollar-for-dollar matching on the first 3 percent of pay contributed

Other optional benefits and programs available:

- Employee Assistance Program (EAP): 844-597-8242
- Real Help Hotline: 833.533.CHAT (2428)
- Employee Hardship Relief Program
- Employee discounts: BenefitHub, Community Perks, gym
- Pet insurance and auto/home insurance
- 529 College Savings Plan
- First Call: Emotional Wellness and Worklife Support 833-701-0448

Additional benefits offered to 0.1 FTE¹ and above:

Retirement program with optional enrollment (must enroll via **Fidelity**):

- 457(b) Deferred Compensation Plan

Other benefits for employees 0.1 FTE¹ and above with no enrollment needed:

- Paid time off (PTO)

Additional benefits offered to 0.5 FTE¹ and above:

Must complete the **benefit enrollment steps** on the right to waive or enroll in the below benefits within 31 days following your date of hire.

- Medical, dental, and/or vision coverage
- Buy-up short- and long-term disability coverage
- Flexible health care and daycare spending accounts (FSA/DCSA)
- Health savings account (HSA)
- Supplemental life and accidental death and dismemberment insurance
- Voluntary benefits: critical illness, accident insurance, legal coverage and identity protection

Other benefits for employees 0.5 FTE¹ and above with no enrollment needed:

- Basic employee life and accidental death and dismemberment insurance
- Basic short- and long-term disability coverage
- Parental leave
- Tuition and continuing education reimbursement

Have benefits questions?

Contact the HR Service Center:

855.MYHR.UCH (855.694.7824)

hrrservicecenter@uchealth.org

Enrollment steps (0.5 FTE¹ and above):

1. Review the **Benefits Enrollment Guide** and **other tools**: [The Source > Human Resources > Benefits > Enrollment > New Hire Enrollment](#)
2. Enroll in or waive benefits by clicking on the red “Enroll via desktop” button on the New Hire Enrollment page (outlined under step 1 above).

Remember: NEED TO CHANGE?

If you are electing the **Network** medical plan, you must select the UCHealth Network Plan Provider option. Click the Primary Care Physician (PCP) link on the enrollment welcome page before starting your enrollment.

3. Proceed through all screens. Once enrollment is completed a **confirmation statement** will be emailed to your UCHealth account. Please keep this for your records.

¹FTE stands for Full-Time Equivalent. This is the number of hours you are authorized to work in an 80-hour pay period. A 0.5 FTE is authorized to work 40 hours in an 80-hour per pay period.

Important dates:

Deadline to enroll in benefits (0.5 FTE¹ and above): **31 days following date of hire**

Coverage effective: **1st of the month following date of hire**

Retirement enrollment access date: **Thursday after date of hire**

Don't forget to download the UCHealth My Health Connection app to schedule a Virtual Visit, message your providers and view your medical records.

Download the UCHealth OneSOURCE employee app to receive important announcements and easily access your pay, PTO, Kronos, discounts, and café menus.