

UTRGV Employees

Planning for Retirement

UTRGV Retirement Process and
Important Information

The University of Texas
Rio Grande Valley
.....
Office of Human Resources



Presentation Highlights

- UT Insurance Eligibility
- Retirement Checklist
- Retiree Insurance Plans
- Additional Retiree Benefits and Resources
- Retiree Medicare PPO Enrollment/UT Care

Eligibility Criteria for UT Insurance

An individual who was employed at a UT System institution in a benefits-eligible position during August 2003 and subsequently retires from the System is eligible for benefits as a retired employee if:

- 1 . An individual who was employed at a UT System institution in a benefits-eligible position during August 2003 and subsequently retires from the System is eligible for benefits as a retired employee if:
 1. The individual meets the Rule of 80 (total of age plus years of creditable state service equals or exceeds 80), or the individual is at least age 55 with five (5) years of creditable state service; and
 2. The individual has at least three (3) years of service with the System for which the individual was eligible to participate in the Program; and
 3. The individual's last place of state employment before retirement was with a System institution; and
 4. The individual retires from System under the jurisdiction of the Teacher Retirement System of Texas (TRS); the Employees Retirement System of Texas (ERS); or the Optional Retirement Program (ORP) established by Chapter 830, Government Code or any other federal or state statutory retirement program to which the System has made employer contributions.



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[Eligibility – Retired Employee](#)

Eligibility Criteria for UT Insurance

An individual who was: 1) not employed in a benefits-eligible position during August 2003, and 2) not yet retired or already eligible to retire under the above rules during August 2003, is eligible for benefits as a retired employee if:

2. An individual who was: 1) not employed in a benefits-eligible position during August 2003, and 2) not yet retired or already eligible to retire under the above rules during August 2003, is eligible for benefits as a retired employee if:
 1. The individual meets the Rule of 80 (total of age plus years of state service credit equals or exceeds 80) with at least ten (10) years of creditable state service, or is at least age 65 with ten (10) years of total state service credit; and
 2. The individual has at least ten (10) years of service with the System; and
 3. The individual's last state employment before retirement was with an institution of the System; and
 4. The individual retires under the jurisdiction of the Teacher Retirement System of Texas (TRS); the Employees Retirement System of Texas (ERS); or the Optional Retirement Program (ORP) established by Chapter 830, Government Code or any other federal or state statutory retirement program to which the System has made employer contributions.



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Eligibility – Retired Employee

How Service Credit is Earned



Employee must work in a benefits-eligible position at least 90 days during a fiscal year (September 1 to August 31).

Chapter 1601.102(c), Texas Insurance Code

TRS - Purchasing Service Credit



If you have any unpaid service credit that you wish to purchase, please indicate those that apply on the TRS 18 form when sending the form to TRS.

Example: To purchase service credit for State Sick and/or Personal Leave Service (requires 50 days or more, or 400 hours or more of accumulated state sick and/or personal leave). If you purchase service credit it could increase your monthly annuity

View [TRs Purchasing Service Credit brochure](#) to assist you with this decision.

Important Notes: Things to Remember

- Human Resources Benefits office requests that you notify our department 90 days in advance of your target retirement date.
- If you are a TRS Member, begin your process with TRS by completing [TRS 18 form Request for Estimate of Retirement Benefits Form.](#)
- If you are an ORP Member, it is recommended that you contact your ORP vendor to discuss your options.
- Are you 65 years of age or older? Have you enrolled in Medicare?



HR Benefits Insurance Eligibility Process

Employee contacts HR Benefits Representative to discuss retirement plans



HR Benefits Representative will request employment history from HR Records area.



Once employment history is received, HR Benefits Representative will review eligibility for UT System insurance



HR Benefits Representative will submit request for final review



Upon final review HR Benefits Representative will contact Employee to provide eligibility status

If eligible, What are the Next Steps

Once your retirement request has been approved.

- HR Benefits Representative will meet with you to explain documentation that will need to be completed and submitted prior to your retirement date.
- Complete your retiree insurance enrollment in myUTBenefits, (within 31 days of your retirement date).

Ensure you have shared with your supervisor or department your plans for retirement at least three months in advance so that he/she can plan accordingly.

Our office does not contact your department to inform them about your plans.

Note: The supervisor will enter the employee separation in the HR Portal and indicate **“Retirement”** as the reason for separation.

Employee Retirement Checklist

Review and complete

Retirement:

TRS Members

_____ Complete TRS form 18: Request for Estimate of Retirement
(this can be done on [TRS Form 18](#), by phone 800-223-8778, or online at [myTRS](#))

OR

ORP Members

_____ Submit Optional Retirement Program Declaration of Retirement
(Contact HR Benefits Representative)

Insurance Benefits:

_____ Complete Online Enrollment Elections for Retired Employee Plans

Remaining Sick Leave Balance:

_____ Donated to Sick Leave Pool
_____ Direct Sick Leave Donation – Donor Form Remaining

Vacation Leave Balance (Staff):

_____ Vacation Payout
_____ Deferred to a DCP-457(b) account: _____ All _____ Partial

Sick Leave Hours

- You may donate remaining sick leave hours to the Sick Leave Pool (see HOP ADM 04-604); the Sick Leave Pool (SLP) donation form is attached (**complete and email to benefits@utrgv.edu**) or submit to the Human Resources office.
- Or you may also donate hours to a specific recipient, who has previously applied for SLP hours and has exhausted the hours awarded (please see the Sick Leave Pool Donor form attached for agreement requirements; if donating to a recipient, please complete and email the form to *benefits@utrgv.edu* or submit to the Human Resources office).

Vacation Leave Balance

- Vacation Leave balance will be paid out to you in the same method you receive payment on your final work paycheck.
- Or you may defer all or a portion of your vacation leave balance to voluntary retirement account TSA 403(b) or DCP 457(b).



Voluntary Retirement Plans-Catch Up Options

UT Saver TSA 403b

15 Years of Service Catch up: If you have 15 years of UT System service, and your previous deferrals in the UTSaver TSA have averaged less than \$5,000 per year, you may defer up to an additional \$3,000. The additional deferral may not exceed a lifetime maximum of \$15,000.

Eligibility for the amount you can contribute under this catch-up provision must be calculated by your Benefits Office.

UT Saver DCP 457b

Special Catch-up: If you are within three years of the taxable year in which you attain normal retirement age, you may be able to contribute up to an additional \$23,000 per year. Eligibility for this special catch-up provision is dependent upon your unused elective deferrals for the prior years you were eligible to participate in a 457(b) plan and must be calculated by your Benefits Office. The Age 50 Catch-up and the Special Catch-up may not be used simultaneously.

Deferred annual leave payment to voluntary plan limits. Federal income tax will not be withheld for the amount you defer, however, deductions for Social Security and Medicare will be withheld.

Retiree Insurance Options

Things to Remember-Important Notes

- Active employee benefits insurance coverage will terminate at the end of the month prior to your retirement date.
Example: if separating on 01/05/17, benefits end on 01/31/2017 (if separation date is 01/31/17, benefits will end on 01/31/17).
- Retiree benefits will begin on the 1st of the following month, after the last day of employment.
- If you have UT Flex benefits, any amounts you do not use prior to your retirement date will be forfeited, so it is very important to plan carefully.



Retiree Insurance – Medical Basic Coverage

As a retired employee, UT and the State of Texas will pay 100% of your premiums for the basic coverage package, and up to 50% of the premiums for your dependents' medical coverage. **You are responsible for all optional coverage premiums.**

MEDICAL/PHARMACY FOR RETIREE ONLY

LIFE COVERAGE \$10,000

No monthly out of pocket expense

Premium Sharing Credit

The Retired Employee may elect to waive the Basic Coverage Package and receive up to one-half (50%) of the state Premium Sharing amount that would have been available to the Retired Employee for the Basic Coverage Package toward the purchase of certain voluntary coverages like Dental and Vision for the retiree and eligible dependents.



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Eligible Dependents

- Your spouse
- Your child(ren) under age 26
- Stepchildren
- Adopted children
- Your grandchild under age 26, if the child qualifies
- Certain children over age 26, only if to be medically incapacitated and are unable to provide their support

Enrolling and Making Changes

If you experience a major life event or change in your personal life (known as a Qualifying Life Event), you can make change in your benefits within 31 days from the date of a qualified change of status event to complete changes to your benefits that are consistent with that event. If you do not make your eligible changes during the 31-day status change period, then the next window to make any changes in your benefits will be during Annual Enrollment in July.



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Voluntary Benefits – Medical

PLAN 2023-2024	RETIREE	RETIREE & SPOUSE	RETIREE & CHILD(REN)	RETIREE & FAMILY
UT SELECT Medical	\$0	\$312.50	\$326.84	\$615.40

[Benefits Cost Worksheet](#)



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Voluntary Benefits – Vision

PLAN 2023-2024	RETIREE	RETIREE & SPOUSE	RETIREE & CHILD(REN)	RETIREE & FAMILY
Superior Vision	\$5.02	\$7.90	\$8.10	\$12.84
Superior Vision Plus	\$7.64	\$11.98	\$12.82	\$18.10

Voluntary Benefits - Dental

PLAN 2023-2024	RETIREE	RETIREE & SPOUSE	RETIREE & CHILD(REN)	RETIREE & FAMILY
UT SELECT Dental	\$28.52	\$54.14	\$59.66	\$84.84
UT SELECT Dental Plus	\$61.40	\$116.60	\$128.66	\$183.30
DeltaCare USA Dental HMO	\$8.80	\$16.74	\$18.50	\$26.40

[Benefits Cost Worksheet](#)



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Voluntary Benefits – Life

COVERAGE LEVEL	BENEFIT AMOUNT
Retired Employee Voluntary GTL	\$7,000
	\$10,000
	\$25,000
	\$50,000
	\$100,000
Dependent Spouse Voluntary GTL*	\$3,000

[Benefits Cost Worksheet](#)



Voluntary Benefits – Life

Retired Employee Rate Chart

AGE OF SUBSCRIBER	RATE PER \$1,000 COVERAGE
15 - 34	\$0.035
35 - 39	\$0.045
40 - 44	\$0.059
45 - 49	\$0.092
50 - 54	\$0.142
55 - 59	\$0.221
60 - 64	\$0.345
65 - 69	\$0.616
70 - 74	\$0.713
75 - 79	\$0.884
80 and over	\$1.549

[Benefits Cost Worksheet](#)



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UT Select And UT Care Medicare PPO Value Added Benefits



■ Blue Cross and Blue Shield of Texas (BCBSTX)

- [Identity Protection Services](#) to UT SELECT & UT Care Medical Plan Members at no cost to you.
- [The Seasons of Life](#) program provides support during difficult times of loss by helping relatives of the deceased member to handle health care claims and provider statements quickly and efficiently.
- [Create Your Own Will Online](#)
- [Travel Resource Services](#)



■ Virtual visits for physical and mental health [MD Live](#)



■ Reduce chronic pain [Hinge Health](#)



■ Diabetes and Hypertension management [Teladoc](#)



■ Reduce risk of type 2 diabetes and weight management [Omada](#)



■ Family Benefits: Fertility, Pregnancy, Menopause and Parenting Apps [Ovia Health](#)



Living Well Resources

 **UT Benefits**
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Living Well

MAKE IT A PRIORITY.

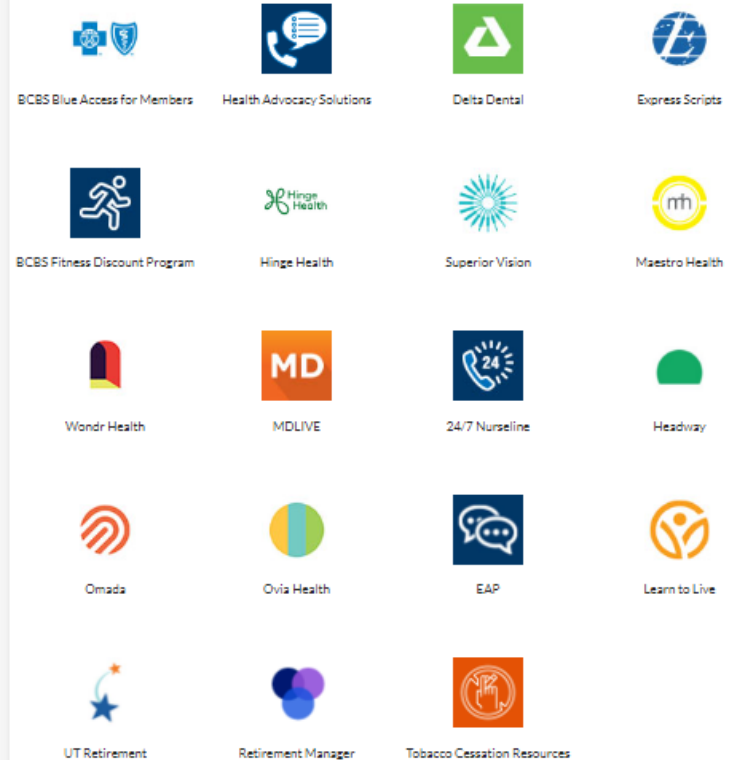
The UT System Living Well program offers several resources and programs to support employees, retirees, and their family members with UT SELECT™ or UT CARE™ medical insurance in leading happier, healthier lives. **This includes resources for physical, mental and emotional well-being.** Take charge of your health today!

- Blue 365 Membership Discount Program
- 24/7 Nurseline
- Health Advocacy Solutions
- Tobacco Cessation Resources
- Employee Assistance Program (EAP)
- LearntoLive

Silver Sneakers for UT CARE Members

Silver Sneakers provides access to local fitness facilities for retirees and their spouses (age 50+). This program helps retirees take greater control of their health through physical activity, education and social interaction.

Resources



Visit ut.limeade.com to Enroll.

<https://www.utrgv.edu/human-resources/current-employee/employee-wellness/living-well/index.htm>



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UT Benefits Billing

Premium payment will be processed by UT Benefits Billing Office

Important Payment options for Retired Employees:

- Elect TRS Annuity Deductions (TRS members only)
- Or
- Elect Direct Payments

Ensure you make your first payment directly:

Payment Online

Visit - <http://www.texas.gov/utbb>

Payment by Telephone

Call - (855) 688-2455

Payment by Mail

Checks (Include your BID)

Mailed to -

UT System Lockbox

P.O. Box 732206

Dallas, TX 75373-2206



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UT SELECT/UT Care and Medicare

- **If retired before turning 65 and have UT SELECT Medical coverage as a new retiree**, then when you or your covered dependent(s) become eligible for Medicare, you must be enrolled in Part A and Part B coverage. Failure to do so will result in a reduction or cancellation of benefits available from the UT medical plan.
- The University of Texas System urges all **retired employees and dependents to begin to enroll in Medicare Parts A and B at least 3 months prior to when they become eligible at age 65, or earlier** if they are eligible due to a disability such as End Stage Renal Disease.
- **All Medicare-eligible retirees and Medicare-eligible dependents of retirees will be enrolled into the UT CARE Medicare Advantage PPO plan** unless you take action to opt out. If you opt out of UT CARE, you will not have UT medical or prescription drug coverage, and opted out retirees will not have the UT Basic life insurance.



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UT SELECT/UT Care and Medicare

UT Care Enrolment

- Your enrollment into the UT CARE plan may take a month or two after your initial Medicare eligibility. Until you are enrolled in the UT CARE plan, you will keep your coverage under UT SELECT which will pay as secondary to Medicare starting the month of your 65th birthday. You should start the Medicare enrollment process 90 days before your 65th birthday.
- For prescription benefits, UT System automatically enrolls Medicare-eligible retirees and Medicare-eligible dependents of retirees into the UT CARE Part D plan. The UT CARE Part D plan maintains the familiar copays and other benefits of the employee prescription plan.
- The UT CARE Medicare PPO plan (UT CARE) is an Open Access Medicare Advantage PPO plan for Medicare-eligible retirees and Medicare-eligible dependents of retirees. This plan continues to be provided by Blue Cross and Blue Shield of Texas.
- UT CARE is an Open Access Medicare Advantage PPO plan that does not require the use of a network provider for coverage. Your benefit levels are the same if you use a Blue Cross and Blue Shield network or non-network provider. You may seek care from any providers nationwide that accept Medicare and agree to submit claims to BCBSTX. We recommend that you confirm with providers that they will accept your UT CARE plan and file claims with us BCBSTX.

It is important to note that the UT Care Medicare PPO plan is the sole insurer and is not paying as a secondary insurance at it did prior to 12/31/22 under UT Select.



Welcome to UT Care

1. Medicare Approval






You will be automatically enrolled in UT CARE. Even if you already have a Medicare plan, Medicare must approve your enrollment in this plan before you are officially a member. This generally takes about 10 business days. Remember, you must be a retiree enrolled in Medicare Part A and Part B to be eligible for this plan.

2. Acknowledgment and Confirmation Letters

These letters let you know the status of your UT CARE enrollment. Within 10–14 days of receiving your enrollment BCBSTX will send you an acknowledgment letter. It explains that BCBSTX has received your information and are waiting for Medicare to approve your eligibility. After Medicare approves, you'll get a confirmation letter followed by your member ID card.

3. Member ID Card

Always show your BCBSTX ID card when you visit a doctor or other place for care. Information on the ID card helps the provider file your claim with us.

 BlueCross BlueShield of Texas			
Name: MemberName ID: ZZTU12345678 Plan (80840): 9101000260		Office Visit: \$0 Specialist: \$0 Emergency Room: \$0	
Part B RxBin: 011552 Part BRxPCN: TXMAONLYG Part B RxGrp: UTXS Part BRxID: U12345678		Plan: Blue Cross Group Medicare Advantage Open Access (PPO)	
H0107 803			
www.hebstx.com/retires-medicare-at			
			
For Providers: Customer Service: 1-877-842-7562 TTY: 711		For Members: Customer Service: 1-877-842-7562 TTY: 711 Nurse Advice Line: 1-800-631-7023	
File medical claims with your local plan		 BlueCross BlueShield of Texas	
Medicare Limiting Charges Apply		PPO plans provided by Blue Cross and Blue Shield of Texas, which refers to HCSC Insurance Services Company (HISC) and GHS Insurance Company (GHSIC). PPO employer/union group plans provided by Health Care Service Corporation, a Mutual Legal Reserve Company (HCSC), HCSC, HISC, and GHSIC are Independent Licensees of the Blue Cross and Blue Shield Association. HCSC, HISC and GHSIC are Medicare Advantage organizations with a Medicare contract.	



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Medicare resources

Highlights:

- You should sign up for **Medicare three months** before reaching age 65, even if you are not ready to start receiving retirement benefits. [Medicare Premium Costs](#).
- Social Security [Online application](#), to enroll in Medicare Part A (Hospital Insurance) and Part B (Medical Insurance) with applicable premiums.
- You can apply by phone – Calling 1-800-772-1213 from 7a.m. to 7p.m. Monday through Friday. If you are deaf or hard of hearing, you can call 1-800-325-0778.

*Once you are approved on Medicare and you have obtained your Medicare ID number, contact Blue Cross and Blue Shield at 1-866-882-2034 and provide them with your Medicare Member ID.



Returning to work after retirement

TRS Members

- Part Time - One calendar month after retirement date
- Full time - Must observe a break-in-service of 12 consecutive calendar months following retirement.

If you are a TRS retiree, you must contact TRS if you are planning to work after retirement

ORP Members

- No break in service required



Your Insurance And Returning To Work

If you return to work at UT in a benefits eligible position 20 hours or more per week, you are disenrolled from the UT CARE Medicare PPO plan and are enrolled into the UT SELECT medical plan which will become your primary coverage. This will be true for any Medicare-eligible person on your plan, including you.

Once you stop working or fall under 20 hours a week, you will be transitioned back into the UT CARE Medicare PPO plan and the UT CARE PART D prescription program.



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Return to work Retirees are eligible to participate in UT Saver Voluntary Retirement Programs



[Voluntary Retirement Programs At a Glance](#)

	UTSaver TSA		UTSaver DCP	
	Traditional 403(b)	Roth 403(b)	Traditional 457(b)	Roth 457(b)*
Eligibility	All Employees		All Employees	
Employee Contribution	Pre-tax dollars	After-tax dollars	Pre-tax dollars	After-tax dollars
Employer Contribution	None		None	
Employee Withdrawals	Taxable when withdrawn	Tax free when withdrawn as a "qualified" distribution	Taxable when withdrawn	Tax free when withdrawn as a "qualified" distribution
General Contribution Limits*	\$23,000 IRS maximum (2024) for both traditional and Roth sources. (Each dollar of a Roth contribution reduces the amount that can be contributed pretax, and vice versa.)		\$23,000 IRS maximum (2024) for both traditional and Roth sources. (Each dollar of a Roth contribution reduces the amount that can be contributed pretax, and vice versa.)	
Over age 50 catch-up contribution	\$7,500 (either Roth or Traditional)		\$7,500 (either Roth or Traditional)	
15-year catch-up contribution	\$3,000 combined with Roth (lifetime total of \$15,000)	\$3,000 combined with Roth (lifetime total of \$15,000)	N/A	
Three years prior to retirement catch-up (special catch-up)	N/A	N/A	Up to \$23,000 (may not be used simultaneously with age 50 catch-up)	
Distributions Upon Separation of Employment	Distributions made prior to age 59 ½ will be subject to ordinary income tax and a possible 10% penalty	"Nonqualified" distributions made prior to age 59 ½ will be subject to ordinary income tax and possibly a 10% penalty	Distributions will be subject to ordinary income tax	"Nonqualified" distributions will be subject to ordinary income tax for any earnings on the account.



Video Resources

UT System Retirement Planning Guide

https://www.youtube.com/watch?v=UOjVo_yC9Ak&t=7s

UT Saver: UT Retirement Voluntary Retirement Program

<https://www.youtube.com/watch?v=ImDgb6DvC4E&t=1s>

Group Term Life Benefits for Retirees

<https://www.youtube.com/watch?v=fNm5qmlB3Ms>

UT Benefits Annual Enrollment 2022-23: Highlights for Retired Employees

<https://www.youtube.com/watch?v=zccnlUzX7aE>

UT Care Medicare PPO Plan Overview

[UT CARE Medicare PPO Plan Overview \(youtube.com\)](https://www.youtube.com/watch?v=zccnlUzX7aE)



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Make an Appointment with HR Benefits Team



[UTRGV Employee Benefits](#)

Benefits team is available by appointment
Contact us at 956-665-2451/956-882-8205 or benefits@utrgv.edu

Thank you