

## Benefits Notes

Matt Moore, Benefits Coordinator

### **Insurance Programs Update**

With the assistance of an independent consultant from Gallagher Benefit Services, Truman has evaluated the responses to the Request For Proposals we released for health and related benefits insurance for all eligible faculty and staff. Our goals for this process were (1) to provide our employees with as seamless a transition as possible from the MSU Insurance Consortium to the new vendors; (2) to acquire a benefits program that was at least comparable to and possibly better than the one we presently have, and (3) to accomplish the previous two goals at a price to employees and the University that would be comparable to or less than the current program. While much work remains to be done, I believe we have made good progress toward the attainment of these goals.

The University has selected UniCare Life and Health Insurance Company (UniCare) to provide a fully-insured health insurance plan for our employees and early retirees effective January 1, 2005. UniCare is an operating affiliate of WellPoint Health Networks Inc. (WellPoint), a Fortune 500 Company and the nation's second largest health insurer. This decision to select UniCare was made on the basis of the following major factors.

#### Network Match of Physicians and Hospitals

A goal for the upcoming year was to provide a seamless transfer of benefits from MSU to Truman. One important factor was to keep the "in-network" physicians and hospitals our employees are using. UniCare offers in-network providers throughout the country including the Mayo Clinic, Johns Hopkins, Massachusetts General and Barnes Jewish Hospital. On a more local basis, Northeast Regional and the Columbia, Missouri, hospitals remain in-network. In terms of the state of Missouri network, UniCare uses HealthLink's Open Access network which has a 92.8% match with existing physicians and hospitals used by our faculty and staff throughout the state. There are a few physicians missing (as there were with the other companies considered), but UniCare has agreed to attempt to recruit those physicians used by Truman employees who are not currently part of the Open Access network.

#### Plan Design

Another goal for the upcoming year was to provide a plan with features as good as or better than the existing MSU plan. Overall, Gallagher has determined that the UniCare medical plan is better than the existing MSU plan. There will be some areas of reduced benefits, but overall, employees will be receiving additional or improved benefits. One example of an improvement is in emergency room charges. Under Plan A, each visit has a \$100 co-pay, but UniCare pays 100% of the remainder in-network with no deductible, while the MSU plan pays only 80% after the \$100 co-pay and deductible.

## New Director of Human Resources

Curt Devan will join the Human Resources staff on October 4th as the new Director. He holds a M.S. in Personnel Management from Troy State University in Troy, Alabama and a B.A. in Political Science from Ouachita Baptist University in Arkadelphia, Arkansas. Curt was previously employed as Coordinator of Personnel Services at Sauk Valley Community College in Dixon, Illinois. There will be an informal welcome reception for Curt to from 2 until 4 p.m. on Friday, October 8th in the President's Conference Room located in McClain Hall 200. Refreshments will be provided.

## Benefits Notes

### Insurance Programs Update (cont.)

#### Pharmacy

Pharmacy benefits will be provided through the parent company, WellPoint Health Networks, Inc. All current local pharmacies are in-network plus WellPoint has a nationwide network including 56,000 pharmacies. Gallagher determined that the overall drug plan is better than the current MSU drug plan, but there will be some changes in the approved formulary. One example of an improvement is in the mail order program. UniCare's Plan A in-network mail order benefit keeps the same fee for generic drugs, but reduces the preferred drug co-pay from \$60 for a 90 day supply to \$40 and the non-preferred drug co-pay for a 90 day supply from \$90 to \$60.

#### Cost

Although prices are not finalized, we believe there will be a rate decrease for all premium categories.

#### Retirees

Retirees not yet eligible for Medicare will be included in the UniCare plan. The consultant is still reviewing the best options for the Medicare-eligible retirees. We will provide additional information as soon as it is available.

#### Miscellaneous

Other factors influencing the selection of UniCare as the health plan provider included the availability of information and technology services to the University and its employees, the ability to process claims smoothly, and customer service responsiveness. These factors are vital for a smooth transition. Gallagher ranked UniCare high in each area. The individuals at UniCare responsible for our account have the appropriate experience to handle our business and have received good references from their other accounts.

#### **Other insurances**

- Dental insurance will stay with Delta Dental, under the same plan provisions and price.
- Life, accidental death and dismemberment, long-term disability, and dependent life coverage will stay with Standard, our current provider, under similar plan provisions.
- Vision will move to EyeMed Vision Care with a similar local network and similar benefits.

Vendors will be on campus for our October 29<sup>th</sup> Benefits Fair to bring enrollment packets and to explain the provisions of their plans. Human Resources will be sending regular updates as more information is available.

#### **Formulary Update From Express-Scripts:**

- Merck is voluntarily withdrawing Vioxx effective immediately based on a study showing increased risk for cardiovascular events, such as heart attack and stroke, beginning after 18 months of treatment in patient taking Vioxx. This is not a recall, where the FDA mandates the action. As a result of Merck's decision to withdraw Vioxx, the medication has been removed from our recommended formulary and we will no longer process prescriptions or refills for it.
- For Vioxx prescriptions that have been sent to an Express Scripts mail pharmacy, which we have begun processing but not yet shipped back to the patient, Express Scripts will call and ask the patient to contact his or her physician. If we have not begun processing the prescription, we will send the patient a letter.
- The formulary Express Scripts recommends to clients includes the alternative COX2 medications Celebrex and Bextra. Both Celebrex and Bextra have the same status on the recommended formulary – for example, copayments – as Vioxx. That means there will be no change in copayments if a patient switches to either. Our Pharmacy and Therapeutics Committee added Celebrex and Bextra to our recommended formulary several months ago.
- A patient will need to contact his or her physician to discuss their use of Vioxx and possible alternative treatments. Physicians will likely be receiving a high volume of calls on this matter so if you do not immediately get through, please keep trying. This is because only your physician can change your prescription.
- Express Scripts will process prescriptions for alternative treatments regardless of how recently a patient filled or refilled a prescription for Vioxx.

## Benefits Notes

### Formularly Update From Express-Scripts (cont.):

- If a patient is using Express Scripts mail pharmacy, physicians should fax new prescriptions for alternative treatments to the physician fax line of the pharmacy they are using. This number is available by calling the toll free number on the back of their prescription benefit card.
- If patients have unused quantities of Vioxx, Merck will reimburse them. Information on receiving reimbursement will be posted on the web at [vioxx.com](http://vioxx.com) or may be obtained by calling 888-36VIOXX.
- Express Scripts is sending letters to affected patients alerting them to the withdrawal of Vioxx and recommending that they consult their physicians about alternatives. Express Scripts will no longer process prior authorization requests for Vioxx because we are no longer processing prescriptions for Vioxx.

### Annual Flu Shots

Flu shots are in the process of being scheduled. There has been a delay in the production of the flu vaccine and it is unknown at this time when the vaccines will be delivered. More information will follow as it becomes available.

### Modified Supplement Retirement Plan Election Window

If you are planning to retire in spring or summer 2005 you may be eligible for the Modified Supplemental Retirement Plan offered by the University. To qualify you must be at least 50 with the sum of age and MOSERS service credit equaling 80 or more; or have at least 15 years of full-time service at the University and be at least 57 years of age. This plan allows for continued health coverage for retirees through the age of 65. An application must be completed in the Human Resources office between October 1 and December 15, 2004. For more information, contact Matthew Moore at x7480 or at [mrmoore@truman.edu](mailto:mrmoore@truman.edu).

### October is National Breast Cancer Awareness Month

The third Friday in October each year is National Mammography Day, first proclaimed by President Clinton in 1993. On this day, or throughout the month, radiologists provide discounted or free screening mammograms. In 2003, more than 705 American College of Radiology (ACR) accredited facilities took part. In 2004, National Mammography Day will be celebrated on October 15. Information taken from <http://www.nbcam.org>. For more information, see <http://www.nbcam.org> or <http://www.breastcancer.org>.

### Network Update:

We have received notice from HealthLink, our PPO network provider, that HealthSouth Surgery Centers will cease participating in our PPO network after November 15, 2004. Please note that this termination applies only to HealthSouth Surgery Centers.

## Upcoming University Events



Mid-Term Break is October 15th - 17th.



Homecoming is October 23rd.



Career Fair will be held October 26th - 27th.



Aqua Theater: Twelfth Night, a Kohlenberg Lyceum Series event, will be held November 1st at 7:30 p.m.

## Office Computing Tips

When you click the Magnifier button on the Standard toolbar, you'll see your document as it will actually print. This is a great function in Word because you have the opportunity to look at your document layout to make sure everything is positioned correctly. But, what if you find something that isn't right? Well, you don't have to leave Print Preview to fix it. Simply click the Magnifier tool on the Print Preview toolbar to toggle to the editing mode. Then, make your document edits just as you would in a normal Word view. You can enter and format text, size tables, move objects, resize graphics, adjust drawings, and so on. The great advantage to making edits in Print Preview is that you see the print results immediately. When you're done, you can either print the document or switch back to a normal view.

## Fit Tips From Liz

Liz Hopkins-Jorn

## Health & Exercise Sciences

### Stretching

Stretching is an important part of warming up before physical activity and cooling down after. Stretching helps to prepare the body mentally and physically. Regular stretching routines will also help to improve flexibility and prevent injury.

#### **Five to ten minutes is all that is takes.**

Remember these simple guidelines:

- Warm up before you start to stretch. For example, jog or walk briskly for 5-10 minutes.
- Stretches should be gradual and gentle.
- Hold each stretch for 10-20 seconds.
- Do NOT bounce.
- Stretch only to the point of resistance-stretching shouldn't hurt.
- Don't rush your stretching routine.

## Pet Policy Clarification

In response to several questions and expressions of concern regarding the presence of pets in campus offices and classrooms, Human Resources would like to clarify an understood institutional practice and policy. Owing to the facts that certain members of our University community have significant allergies to animal dander, that some individuals have strong fears of animals, and that there is always the possibility that an otherwise gentle animal could become agitated and aggressive around strangers in crowded environments, pets are prohibited from the interiors of campus facilities, and all faculty, staff, and students should refrain from bringing their pets into campus buildings, into their offices, or into their classrooms. In addition, pets are not permitted in University-owned or leased vehicles.

Supervisors and Division Heads have the discretion to make limited exceptions to this policy for employees who wish to have fish or small amphibians in their offices if they are nonpoisonous and are contained in a tank no larger than 30 gallons. Employees are expected to take proper care of the hygiene of the pet and tank maintenance. If proper hygiene and maintenance are not taken, the pet(s) must be removed.

This restriction does not apply to animals that are part of research projects or research collections, but such specimens must be housed appropriately in compliance with applicable state and federal regulations. In addition, subject to the approval of the appropriate Division Head, the *occasional* use of an animal in the classroom for instructional purposes is permissible provided appropriate care is taken to ensure the health and safety of both the class and the animal. Certified service animals are exempt from these requirements, provided the disability is documented and the need reported to the Director of Human Resources. Employees whose primary domicile is on campus as part of their work requirements are subject to the provisions of procedures developed by Student Affairs governing the presence of pets in University-owned apartments.

Pet owners with animals on the campus grounds must exercise proper care and control so as to prevent such animals from becoming a public nuisance, as specified by the Animal Control Code, City of Kirksville. Pets may not run at large, whether licensed or not, and should be secured by a leash or lead under the control of the owner or keeper.

Thank you in advance for your understanding and assistance in making our community safe and healthful for everyone.



# Meet Our New Employees



**Elizabeth Economon**  
*Athletics*

Elizabeth joined the Athletics staff on August 30th. She holds a B.S. in Exercise Science from Truman. Elizabeth enjoys softball, reading, and music.



**Jessamy Hoffmann**  
*Residential College Program*

Jessamy joined the Residential College Program staff on September 1st. She holds a Ph.D. from University of Virginia. Jessamy enjoys reading, writing, and baking.



**Tami O'Haver**  
*Public Safety*

Tami joined the Public Safety staff on September 1st. She holds a B.S. in Criminal Justice.



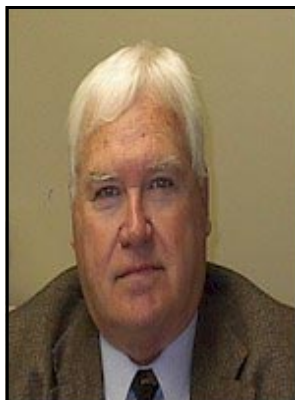
**Adam Cline**  
*Athletics*

Adam joined the Athletics staff on August 1st. He holds a M.S. in Physical Education from Valdosta State University. Adam is married to Melissa and enjoys sports and outdoor activities.



**Virginia Roseberry**  
*General Counsel*

Virginia joined the General Counsel staff on September 28th. She holds a B.S. in Mass Communications from Middle Tennessee State. Virginia is married to James and enjoys music, movies, and reading.



**Curt Devan**  
*Human Resources*

Curt joined the Human Resources staff on October 4th. He is married to Karla and has two daughters. Curt enjoys collecting 45 rpms, albums, and antique radios.

## ?Office of the Month?

Which office over the past three years has had over 8,000 people enter and exit their doors on Freshmen move-in day?

*See answer on Page 6.*

## Upcoming Community Events

For events in the Kirksville area, please check out the Chamber's website:

<http://www.kirksvillechamber.com/calendar.html>

## Truman State University Drug & Alcohol Abuse Prevention Program

The University is required by the Drug-Free School and Communities Act of 1989 to adopt and implement a program to prevent the use of illicit drugs and the abuse of alcohol by students and employees. Following is information concerning this program.

- I. **Statement of Policy:** The possession, use or distribution of illicit drugs and alcohol by students and employees on University property or as part of University activities is prohibited.
- II. **Applicable Legal Sanctions:** Illicit drug purchase, possession and use is a crime under state and federal law. The Kirksville City Code and Missouri law prohibit a variety of alcohol related conduct, including the purchase or possession of alcohol by one under 21 years of age. Violations of law are punishable by fines, imprisonment or both.
- III. **Health Risks:** Numerous health risks are associated with the use of illicit drugs or the abuse of alcohol. Repeated use of either drugs or alcohol can lead to dependence. Use of illicit drugs and abuse of alcohol causes a substantial number of health problems and can be fatal. Contact the Student Health Center in McKinney Center (785-4182) for a complete description of the health risks associated with use of illicit drugs and alcohol abuse.
- IV. **Available University Services:** Students and employees seeking additional information about the effects of drug or alcohol use or seeking assistance for alcohol or drug related problems should contact the Student Health Center (785-4182) or University Counseling Services (785-4014) for referral information.
- V. **Sanctions:** Disciplinary sanctions will be imposed on students and employees for violations of the University policy governing illicit drugs and alcohol. Sanctions may range from referral for rehabilitation to expulsion, termination of employment and referral for prosecution.
- VI. **Further information:** For further information about drug and alcohol issues or to receive a more complete description of the health risks associated with drug use and alcohol abuse and the relevant legal sanctions, contact the Student Health Center in McKinney Center (785-4182).

### Hats Off Award Winners

The Staff Recognition Committee has announced the recipient of the Hats Off award. The award recipient is:



**Brenda Embree**  
*Student Accounts*

The Hats Off award is presented to University staff members who go above and beyond in an area of service. To nominate a staff member, submit a completed nomination form to Human Resources, McClain 106. Nomination forms are available in Human Resources or on the web at:

**<http://hr.truman.edu/hatsoff>**

The Committee would also like to congratulate the following individuals for a repeat nomination:

**Charles Dromey**  
*Physical Plant*

**Cathy Sherrow**  
*Printing Services*

### ?Office of the Month?

Residential Living is September's Office of the Month. They are located in Kirk Building 114 and can be contacted at x4227. Visit <http://reslife.truman.edu/> to learn more about Residential Living.