2015 Benefits

Medical Benefits
Today, October 1, 2014, begins the Vitality Open Enrollment program. This program allows for a wellness premium subsidy on medical insurance premiums as long as two requirements are met: The Vitality Check and The Vitality Health Review (VHR).

The Vitality Open Enrollment ends November 30, 2014. Both requirements must be met within this open enrollment period (October 1 - November 30, 2014) in order to receive the wellness premium subsidy.

- The Vitality Check is the biometric screening which includes screenings for height, weight, blood pressure, fasting glucose and cholesterol.
- The VHR is the on-line health assessment that needs to be completed by employees through www.PowerofVitality.com.
- Employees hired in 2014 prior to October 1, must re-submit both their Vitality Check screening and online VHR during this Vitality open enrollment period in order to receive the wellness premium subsidy.
- Spouses covered under SLU’s medical insurance must also complete both requirements within the open enrollment period in order to receive the wellness premium subsidy.

As with last year, Saint Louis University Hospital TenetCare will perform the Vitality Check screenings on campus this fall for both employees and their spouses who would like to take advantage of this free service. Appointments through Saint Louis University Hospital can be scheduled by calling 866.758.4877. More details on the Vitality Checks will be communicated by wellness@slu.edu.

New Voluntary Benefit Plans
Saint Louis University will be enhancing our benefits program to include two new offerings for full time employees to consider: Vision and Accident Insurance plans. Since the plans are voluntary, like the dental insurance plan, employees will be responsible for the full premium cost.

- Voluntary Vision – The vision plan will be offered through Vision Service Plan (VSP). In this plan, you will have access to benefits for eye exams, frames, lenses, and contacts. You will also have access to discounts on laser vision correction procedures and lens enhancements.
- Voluntary Accident – The accident plan will be offered through Aetna (formerly ING). This plan will help protect you financially by reimbursing you for expenses which occur due to an accident. This includes, but is not limited to, hospital care, follow-up visits, and emergency expenses.

October 2014
STAY CONNECTED
slu.edu/hr
314.977.5847

UPCOMING EVENTS
Wellness Fair
10/1 7:00 a.m. - 1:30 p.m.
10/2 7:00 a.m. - 1:30 p.m.

HR Dept Closures
10/3 8:00 a.m. - 12:00 p.m.
10/23 8:00 a.m. - 5:00 p.m.

EPAF Training
10/15 10:00 a.m. - 12:00 p.m.

Cannonball Picnic
10/21 11:30 a.m - 1:30 p.m.

Vitality Open Enrollment
October 1 - November 30

Benefits Open Enrollment
November 1 - 30

Upcoming Wellness Fair
The annual Saint Louis University Employee Wellness Fairs will be 7:00 a.m. to 1:30 p.m. Wednesday, Oct. 1, in Doisy College of Health Sciences, Multipurpose Room and 7:00 a.m. to 1:30 p.m. Thursday, Oct. 2, at Busch Student Center, St. Louis Room. The fair’s theme this year is “Viva Vitality” and employees are reminded to bring their postcard to have a chance at spinning the Wheel of Health and winning an attendance prize.

HR Department Closures
The Department of Human Resources will be closed on Friday, October 3 from 8:00-12:00 pm for the Presidential Inauguration.
Employee Assistance Program (EAP)

Autism Portal in Guidance Resources

Did you know? Autism is the fastest growing developmental disorder— it now affects 1 in 88 children born in the United States.

Saint Louis University’s Employee Assistance Program (EAP) partner, ComPsych, offers Guidance Resources which is an online resource for faculty and staff and their families. We understand the challenges that Autism Spectrum Disorder (ASD) creates for families and ComPsych has responded by creating an Autism Online Community. The 24/7 online access has the latest information and resources on ASD and connects you with other families who are being impacted by this developmental disability.

Accessing the Online Community

Go to www.guidanceresources.com and log on with your User Name and Password, then click on the “Autism Online Community” link.

Resources Whenever You Need Them

The Autism Online Community provides you and your dependents with these and many other resources:

- Access to a number of podcasts and apps
- Up-to-date HelpSheets
- An Interactive Discussion Forum

ComPsych Guidance Resources is here to help.

Call 24/7: 800.859.9319 or Go online guidanceresources.com. Your company Web ID: SLUEAP

Cultivating Resilience Program: Your Passport to Inner Peace and Calm Living
Learning & Development is happy to offer resources to help faculty and staff manage stress and ultimately cultivate resilience. This program will fall under Live Well and will award up to 340 vitality points for participation. More details to come in the October issue of the Learning Curve.

2014 Fall SLU Stars

Please join us in congratulating the following individuals for their contributions to others and who have demonstrated that they are truly SLU Stars.

- Ann Schmitt - Student Financial Services
- Bryan Rogers - Nutrition and Dietetics
- Cara Christianelli - Pediatrics
- Carrie Sander - Neurosurgery
- David Young - Student Involvement Center
- Deebika Bhatia - Pediatrics
- Dr. Matthew Grawitch - School for Professional Studies
- Elizabeth Rhyme - Pediatrics
- Eunice Bheems - Custodial Services
- Felicia Powell-Eberhart - Pathology
- Jan Schiemer - John Cook School of Business
- Jeff Gill - Custodial Services
- Jennifer Ohs - Communication
- Jill Newman - Boeing Institute of International Business
- Kris L'Ecyer - School of Nursing
- Mona Hebert - Biomedical laboratory Science
- Norma Metheny - School of Nursing
- Peggy Door - School of Nursing
- Sally Bowles - School of Nursing
- Tim P. Hercules - International Services
- Wonne Hill - Internal Medicine-Rheumatology

The SLU Stars award is a peer-to-peer recognition award intended to acknowledge those faculty and staff who are living examples of our mission ideals. SLU Stars live their lives in such a way that they extraordinarily impact others on a daily basis through community building and positive attitude.

Compliance

New Federal Regulations to Improve Job Opportunities for Protected Veterans and Individuals with Disabilities


Section 503 and VEVRAA prohibit discrimination in employment against individuals with disabilities and protected veterans, and require government contractors and subcontractors to take affirmative action to recruit, hire, promote and retain these individuals.

As part of our federal mandate to comply with these rulings, Saint Louis University is required to extend an invitation to all job applicants as well as current employees to self-identify as a protected veteran and/or an individual with a disability. This invitation will be extended to our entire workforce in October, then at five year intervals thereafter. However, employees may voluntarily update their veteran or disability status at any point in time during the intervening years.
Starting October 9, when employees attempt to log into the "MySLU" Portal, they will be automatically redirected to the Section 503 and VEVRAA self-identification electronic forms to voluntarily disclose or decline to disclose their status as a protected veteran or an individual with a disability. Before users can move forward, they will need to verify their respective status(es) or affirm that they choose not to provide such status information.

Your response to self-identify as an individual with a disability or a protected veteran is completely voluntary. Information on self-identification is confidential, and will be kept in a data analysis file—rather than in medical or personal files of individual employees. Saint Louis University will not discriminate against an individual with a disability or a protected veteran with respect to any term, condition, or benefit of employment—including, but not limited to, employment acts such as compensation, promotion, termination, training and development.

More information may be obtained at:
Saint Louis University Office of Diversity
FAQs
DOL Section 503 Fact Sheet
DOL VEVRAA Fact Sheet

Best Practices

Student Worker Hiring Process

Often, student workers do not have their appropriate identification in hand when coming into HR to finish onboarding paperwork. In an effort to prepare student workers to be fully onboarded into their student worker positions, please share the Student Worker Hiring Process Flow with your department/division. This workflow provides basic information for students to understand the necessary documentation required for the IS. For more information on the Student Worker Policy, click here.

Electronic Time Approval (Time Queue) Procedure

The procedure has been updated to reflect the recent changes of how to submit a request for a new time approver. It is best practice to request changes to the approval queues when there are any employee movement, i.e. new employee, promotions, reclassifications, etc. To review the revised Electronic Time Approval (Time Queue) Procedure, click here. If you have questions or need additional information, please email timea@list.slu.edu.