

## *Benefits upon Separation of Employment\**

*\*This chart is provided for general information only. Please contact the Benefits Office at 410-706-2616 or [hrbenefits@umaryland.edu](mailto:hrbenefits@umaryland.edu) for specific questions regarding your benefits. Please contact the Benefits Office immediately if you are retiring from the University.*

<b>Health Benefits</b>			
<b>Coverage</b>	<b>End Date</b>	<b>Cost</b>	<b>Additional Information</b>
Medical Insurance, Prescription and Dental	Coverage will end the last day of the month, following your termination date.	If the last paycheck cannot cover entire amount of benefits, the Department of Budget and Management will send a bill for the remainder of premium amounts owed.	Contact 410-706-2616 to determine your coverage end date.
	Benefits under COBRA may continue up to 18 months	COBRA rates are equal to the full unsubsidized benefit plan rates plus a 2% administrative fee.	<a href="#">COBRA</a> rates
<b>Benefits that end last day of work</b>			
<b>Benefit</b>	<b>Conversion option</b>	<b>Contact information</b>	<b>Additional Information</b>
Accidental Death and Dismemberment Insurance (AD&D)	Yes (Portable)	MetLife 1-866-574-2863 <a href="https://www.metlife.com/stat eofmd/">https://www.metlife.com/stat eofmd/</a>	Must sign up for direct billing and pay first premium within 31 days of last day worked
Term Life Insurance-MetLife	Yes		
Group Life Insurance-MetLife (through USM)	Yes	<a href="#">MetLife</a>	
Long Term Disability (LTD)	No	N/A	
Flexible Spending Accounts (FSA)	No	For questions about your FSA account, contact P&A Group 1-844-638-1900 <a href="http://www.MD.padmin.com">www.MD.padmin.com</a>	If you retire or terminate employment during the plan year, you may only seek reimbursement for claims incurred through your last day of employment. You have 90 days from the date of your termination to submit claims for reimbursement. Remaining unused funds will be forfeited.

<b>Leave Payout</b>			
<b>Type of leave paid</b>	<b>Who to contact</b>	<b>When payout is made</b>	<b>Additional information</b>
Unused annual and holiday leave	Department Payroll Representative	1 to 2 pay periods after last paycheck	Leave payout is taxable income.
Sick leave and personal leave are not eligible for payout	NA	NA	NA

<b>Retirement Benefits</b>				
	<b>Maryland State Retirement and Pension System (MSRPS)</b>	<b>Optional Retirement Plan (ORP) Fidelity and TIAA-CREF</b>	<b>Supplemental Retirement Account</b>	
<b>Vesting</b>	If hired before 7/1/2011 with 5 years svc.  If hired on or after 7/1/2011 with 10 years svc.	Immediately		
<b>Accrued pension at termination</b>	If vested, can leave contributions and interest in plan; If not vested cash out or rollover options of contributions and interest	<ul style="list-style-type: none"> <li>• Begin periodic distribution</li> <li>• Cash out</li> <li>• Rollover funds</li> <li>• Do nothing and leave funds in your account</li> </ul>	<ul style="list-style-type: none"> <li>• Cash out</li> <li>• Rollover funds</li> <li>• Do nothing and leave funds in your account</li> </ul>	
<b>Forms</b>	Contact Vendor			
<b>Who to Contact</b>	MSRPS 410-625-5555 1-800-492-5909 <a href="http://www.sra.state.md.us">www.sra.state.md.us</a>	<b>Fidelity</b> 1-800-642-7131 <a href="http://www.fidelity.com">www.fidelity.com</a>	<b>TIAA-CREF</b> TIAA-CREF- 1-800-732-8353 <a href="http://www1.tiaa-cref.org/tcm/usmd/">http://www1.tiaa-cref.org/tcm/usmd/</a>	<b>Nationwide</b> (Maryland Teacher & State Employees Supplemental Retirement Plans) <a href="http://www.msrp.state.md.us">www.msrp.state.md.us</a>

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