

Benefits Administration

10900 Euclid Avenue
Cleveland, Ohio 44106-7047

phone 216.368.6964
fax 216.368.4678

www.case.edu

AskHR@case.edu

**INFORMATION SHEET
FOR A RETIRING CASE EMPLOYEE**

HEALTH INSURANCE

If you are currently enrolled in a medical insurance plan you and your spouse may continue your coverage through the University's Retiree Health Plan. Once we are notified of your interest in continuing coverage, we will mail you the documents and application forms necessary to continue your coverage.

DENTEMAX

You and your spouse may continue dental coverage through the University's Retiree Health Plan. Once we are notified of your interest in continuing coverage, we will mail you the documents and application forms necessary to continue your coverage.

GROUP LIFE INSURANCE

This coverage will end on the date of your retirement. If you currently have Life Insurance at Case Western Reserve University and have had it for 5 or more years, you **may** be eligible to convert your current coverage to an individual Whole Life Insurance Policy within 31 days of your retirement date. For information you should immediately contact the HR Service Center at 1-216-368-6964 or AskHR@case.edu. If eligible you are required to pay the appropriate premium within 31 days from the date of your retirement.

HEALTH CARE FLEXIBLE SPENDING ACCOUNT (FSA)

You may continue your Health Care Flexible Spending Account with post-tax dollars through the end of the year in which you retire. If you elect to no longer contribute to your account, you may only seek reimbursement for expenses that were incurred during your active employment with CWRU.

TUITION WAIVER

If you have worked at least one half of a semester, any tuition waiver issued for that semester will remain in effect for yourself, your spouse, or your dependent. If the tuition is being taxed and there are taxes still owed, they will be deducted from your final check. A retiree with at least ten years of University service is eligible for tuition waiver benefits. The spouse of a retiree with at least ten years of University service is also eligible for tuition waiver benefits. Tuition waiver benefits for a dependent child will continue for ten years after your retirement date.

LONG-TERM DISABILITY

This coverage stops on the date of your retirement.

SUPPLEMENTAL RETIREMENT ANNUITY: SRA – TIAA-CREF, VANGUARD

You may withdraw your contributions from any of the supplemental deferred plans now or at any time in the future. IRS Minimum Required Distributions (RMD) must begin at age 70 1/2.

CAMPUS ACCESS

Retirees may request retention of their CWRU picture ID and Access Services (Crawford ground floor) will update the electronic access to provide access to Kelvin Smith Library (limited access), Veale Center gym and The Thinkbox.

Network Access

Network access stops on date of your retirement. UTech recommends retirees set up an out of office email response in webmail, two weeks prior to retirement, to alert CWRU and others that you have retired and provide an alternative contact.

IMPORTANT PHONE NUMBERS

BENEFITS SPECIALISTS

RETIREMENT SPECIALIST	216.368.6690
AMY SHELDON	216.368.5000

ANTHEM BLUE CROSS BLUE SHIELD	1.800.552.9159
CONSUMER LIFE INSURANCE COMPANY	1.866.925.2542
CAREMARK	1.800.776-1355
DENTEMAX (Meritain Health)	1.877.801.1500
MEDICAL MUTUAL OF OHIO	1.800.382.5729
MMO CLE-Care	1.877.330.6664
TIAA-CREF	1.800.842.2776
THE VANGUARD GROUP	1.800.523.1188