

October 2011

Dear Employee:

We are pleased to provide the enclosed materials for the 2012 benefits open enrollment period. As you know, Methodist continues to integrate policies and practices with Center City. As part of that integration, Methodist employees will participate for the first time this year in Jefferson's OPT Flexible Benefits Program open enrollment.

The OPT Program gives employees greater options in using benefits dollars provided by the hospital to subsidize the benefit program. This subsidy is reflected in Benefit Credits that are provided to each full-time employee. These credits are discussed later in this communication.

Over the next few weeks, written materials will be available at the benefits fair, at the benefits briefings and in the Human Resources office. It is very important for you to read the materials carefully and attend the benefits fair and/or one of the benefits briefings to gain an understanding of OPT benefits and learn how to enroll online. **Open enrollment will run from October 24, 2011 through November 11, 2011 and the benefits you select will become effective January 1, 2012. Elections *must* be made online through the *Jefferson eBenefits Employee Self Service system* (PeopleSoft) by November 11, 2011 to become effective on January 1, 2012.**

Jefferson, like all employers locally and nationally, is not immune to the increasing costs of health insurance. To remain financially sound, we must balance our rising benefit costs with our desire to provide excellent coverage for our employees. Financial strength and stability will enable us to serve our patients, continue our academic mission, and maintain jobs to do both in the future. We expect that ongoing changes to the healthcare landscape will have an impact on the academic funding and reimbursement rates we receive. As a result, we must do our best to control all costs and to be good stewards of the funds we receive to carry on our missions.

Your benefits represent a significant component of your total compensation. Fortunately, Jefferson has been able to design benefits packages that are competitive, compare favorably to plans offered by other healthcare providers in the Delaware Valley, and offer you choices in terms of covered benefits and costs.

By joining the Jefferson OPT Program, we are pleased to share with you that our benefits program will now include an employer subsidized short-term disability (STD) plan for full-time employees. In addition, the supplemental vision plan will be replaced by vision benefits included in each of the medical plans.

Full-time employees receive Benefit Credits based on your age, salary and dependents. You will have the flexibility to move your Benefit Credits between benefit options based on your individual or family needs. For example:

- You may convert a portion of your regular pay to Benefit Credits to purchase optional benefits or to fund your Flexible Spending Account.
- You may also take a portion of your Benefit Credits as additional pay.
- Please read carefully the information on Benefit Credits in your OPT 2012 Jefferson Flexible Benefits Program and Enrollment Guide available in Human Resources or online at www.jeffersonhr.org.

As you review this package, we encourage you to learn as much as possible about your options and take advantage of the opportunities we will make available to you in the days ahead to answer your questions.

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Every benefits-eligible Methodist employee must actively enroll online by November 11, 2011 for benefits that will become effective on January 1, 2012. You will make your enrollment selections online from home or work using the *Jefferson eBenefits Employee Self Service system* (PeopleSoft). Human Resources will help employees who don't have convenient access to a computer, just as we do with our online employee education. Your enrollment package includes step-by-step instructions for online enrollment, and HR will be available to make sure employees who need help receive assistance.

If you fail to make elections during open enrollment, you will be defaulted into your current medical and dental plans at the rates outlined in the enclosed chart; however, we will be unable to automatically enroll you in other optional benefits.

Ultimately, as with every personal or family decision, your individual review and evaluation will enable you to make the best choices.

To learn more and make the best decisions for you and your family, I encourage you to attend the **Methodist Campus Benefits Fair on October 27** and/or one of the upcoming employee briefings referenced below; review the OPT Booklet and other information at www.jeffersonhr.org; or contact Human Resources at **215-952-9584**. Additional resources are available by e-mailing hrquestions@jefferson.edu or by calling the Center City HR Service Center at **215-503-8100**.

OPT Employee Briefing Schedule, Morgan Conference Center	
DAYS	EVENINGS
Monday, October 24, 11 a.m. – 12 noon	Wednesday, October 26, 8 p.m. – 9 p.m. 9 p.m. – 10 p.m.
Tuesday, October 25, 3 p.m. – 4 p.m.	Thursday, November 3, 8 p.m. – 9 p.m. 9 p.m. – 10 p.m.
Wednesday, October 26, 2 p.m. – 3 p.m.	
Tuesday, November 1, 2 p.m. – 3 p.m.	
Wednesday, November 2, 2 p.m. – 3 p.m.	

Sincerely,



James Robison
Chief Administrative Officer
Jefferson University Hospitals – Methodist