

UNITED STATES BANKRUPTCY COURT

Southern District of Florida

EMPLOYEE BENEFITS FACT SHEET

HEALTH INSURANCE

Office of Personnel Management (OPM)

Website: www.opm.gov/healthcare-insurance/healthcare

Comprehensive health coverage that includes:

- Choice of plans and options. Select from Consumer-Driven & High Deductible plans, Fee-for-Service (FFS) & their Preferred Provider Organization (PPO) or Health Maintenance Organization (HMO) plans.
- Choice of coverage between self, self plus one, or family.
- Employer premium contribution.
- Premium paid through payroll deduction with pre-tax option.
- No waiting periods. You can enroll immediately upon hire, with the earliest effective day being on the first day of the second pay period of employment.
- Annual open enrollment opportunity. You can enroll or change your current enrollment.

Enrollment: You have 60 days from your entrance on duty date to elect health insurance. If you do not enroll within this 60 day period, you will not be eligible to enroll until the next open enrollment season or until an event permitting enrollment occurs.

LIFE INSURANCE

Office of Personnel Management (OPM)

Website: www.opm.gov/insure/life

A variety of life insurance options from which you can choose:

- Basic Coverage - equal to your annual basic pay (rounded to next \$1,000) plus \$2,000.
- Additional Coverage - \$10,000 life plus \$10,000 accidental death and dismemberment.
- Additional Life Coverage - equal to one, two, three, four or five times annual basic pay.
- Family Coverage - \$5,000 life insurance for spouse in multiples of one through five and \$2,500 for each dependent child in multiples of one through five.

Enrollment: You have 60 days from your entrance on duty date to make your election. You will automatically have Basic Life insurance deductions taken out of your salary from your first day in a duty and pay status unless you waive insurance and submit the election form to the Human Resources office before the end of your first pay period.

RETIREMENT PLAN

(Not applicable to temporary or term law clerks)

Website: <http://inet.ao.dcn/Benefits/Retirement/Index.html>

<http://www.opm.gov/retirement-services/fers-information/>

Three tiered Federal Employees Retirement System (FERS) program that includes:

- Social Security Benefit
- Basic FERS Benefit - monthly annuity based on prior

salary and length of service.

- Thrift Savings Plan (participation is optional)- tax deferred retirement savings account. Comparable to 401(k) plans.

THRIFT SAVINGS PLAN

(Not applicable to temporary or term law clerks)

TSP Website: www.tsp.gov

TSP offers:

- A choice of six investment funds.
- The ability to transfer money from other eligible retirement savings plan.
- A loan program.
- A choice of post-separation withdrawal options.
- Contribute up to the IRS Elective Deferral Limit.
- Agency automatically contributes an amount equal to 1% of your basic pay each pay period.
- Earn up to 5% matching employer contributions (includes 1% agency automatic contribution).

Enrollment: Newly hired employees are automatically enrolled contributing 3% of basic pay each pay period. New hires have the option to stop the automatic enrollment process or opt-out at any time thereafter.

SUPPLEMENTAL BENEFITS PROGRAM

Federal Judiciary Benefits Program (SHPS)

Website: <https://judiciary.adp.com/Welcome/PortalLandingPage.aspx>

The Flexible Benefits Program includes:

Premium Payment Plan - The premium payment plan is an optional tax-favored program that allows you to pay for your health insurance premiums before taxes are deducted from your paycheck. You are automatically enrolled with an option to waive enrollment in writing within the first 60 days of employment or during annual open enrollment.

Health Care Reimbursement Account - Allows you to set aside and elected amount on a pre-tax basis to cover eligible out-of-pocket health care expenses that are not covered under your insurance plan(s). Health care costs for you and your eligible family members are eligible for reimbursement from this account.

Dependent Care Reimbursement Account - Allows you to set aside pre-tax dollars from your paycheck to cover eligible daycare and dependent care expenses incurred.

Enrollment: If you do not enroll in the above within the first 60 days of employment, you will not be able to begin participation in these plans or change your elections until the next annual enrollment period, unless you experience a change in a qualified status. The annual enrollment period gives you an opportunity to review your participation in these programs and make elections for the following year.

The **Commuter Benefit Program** includes:

Mass Transit Reimbursement Account - Allows you to use pre-tax dollars to help pay the cost of using mass transit for your commute. Maximum allowed by IRS regulations.

Parking Reimbursement Account - Allows you to use pre-tax dollars to pay the cost of parking either at work or at the place where you enter mass transit. Maximum allowed by IRS regulations.

Enrollment: *You may enroll at any time.*

The **Long Term Care Program** is designed to:

Help cover the costs of a variety of health and personal care services for individuals who have lost some or all of their capacity to function independently due to a chronic illness or condition. These individuals can require these services for a long period of time.

The Office of Personnel Management (OPM) Federal Long Term Care Insurance Program is administered by Long Term Care Partners, LLC. The program is available to the employee, spouse, parents, parents-in-law, stepparents of employee, adult children (at least 18 years old), adopted children, and stepchildren of the employee. For more information, visit www.opm.gov/insure/ltc

Enrollment: *This plan is not "guaranteed issue." Employees and spouses will be required to complete a Short Form (with additional questions for spouses), if applying during open season or a Long Form application at all other times. All other eligible family members will be required to complete a Long Form application at all times.*

DENTAL & VISION PLANS

Benefeds Website: www.benefeds.com

The Federal Employees Dental and Vision Insurance Program

(FEDVIP) is available to eligible Federal and Postal employees, retirees, and their eligible family members on an enrollee-pay-all basis. This Program allows dental and vision insurance to be purchased on a group basis which means competitive premiums and no pre-existing condition limitations. Premiums for enrolled Federal and Postal employees are withheld from salary on a pre-tax basis.

Eligible individuals can enroll in a dental plan and/or a vision plan. They may enroll in a plan for **Self-only, Self plus one, or Self and family** coverage. Eligible family members include an enrollee's spouse and unmarried dependent children under the age of 22, or if age 22 or older, incapable of self-support. Employees must be eligible for the FEHB Program in order to be eligible to enroll in FEDVIP. It does not matter if they are actually enrolled in FEHB - eligibility is the key.

For enrollment/premium questions regarding the Federal Employees Dental and Vision Insurance Program, please contact BENEFEDS at 1(877)888-3337. To enroll in FEDVIP, please visit www.Benefeds.com.

LEAVE ACCRUAL AND HOLIDAYS

Accrue vacation and sick leave time as follows:

(Not applicable to temporary or term law clerks)

Vacation

13 days of paid vacation per year for the first **three years of service**

20 days of paid vacation per year **after three years of service**

26 days of paid vacation per year **after 15 years of service**

Sick Leave

13 days of paid sick leave per year

Holidays (10 per year):

New Year's Day, Martin Luther King, Jr.'s Birthday, George Washington's Birthday, Memorial Day, Independence Day, Labor Day, Columbus Day, Veteran's Day, Thanksgiving Day, Christmas Day