**Tobacco Surcharge and Incentive Program for the States insured**

The State Insurance Committee approved a plan to implement a monthly $50 tobacco surcharge (use of smokeless tobacco or smoking) and incentive program to employees, spouses or retirees who are enrolled in a state medical plan. This surcharge will be a post-tax deduction that will begin January 2010.

The intention of this charge is to encourage plan members to take appropriate steps toward giving up tobacco products which will improve overall health as well as help balance costs equitably among members and keep premiums more affordable. Information about the surcharge will be forwarded to each employee in the very near future. This information will allow the employee ample time to review the details and review cessation programs the State is offering as an incentive to quit. If an employee successfully quits by June 30, 2009 the charge can be avoided. Employees who quit after June 30th, will be able to request a “quitters refund” of $300 for remaining smoke free for six months and an additional $300 for remaining smoke free an additional six months. Of all the states who currently apply a tobacco surcharge to employees, the State of TN is the only state that offers this refund.

The state will begin this process during the 2009 Annual Enrollment and Transfer Period. At that time and each fall afterwards, all plan members will be required to submit a Tobacco Surcharge Form attesting to their use or lack thereof of tobacco products during the last three months. Members who indicate the use of tobacco or who fail to return this form will automatically have the $50 surcharge deducted from their pay. The state has dedicated a page on their website to give additional information and answer any questions: [http://www.state.tn.us/finance/ins/tobacco.html](http://www.state.tn.us/finance/ins/tobacco.html). You may also contact the Benefits office at 448-5577 or 448-8547.

**SICK LEAVE BANK ENROLLMENT**

The annual open enrollment period for the Sick Leave Bank is April 1, 2009 - June 30, 2009. The Sick Leave Bank provides paid leave to bank members who have exhausted all of their leave due to a personal illness or injury. If you would like a better understanding of what the Sick Leave Bank is and what it has offer please contact the HR Benefits Department at 901-448-5601.

**ELIGIBILITY**

Employees must:

° Be classified as regular, full-time or part-time and be in an active pay status, which allows accrual of sick leave.
° Have a balance of at least 48 sick leave hours as of June 30, 2009
° Agree to a one-time assessment (donation) of 24 hours of sick leave for full-time employees. Part-time employees’ assessments will be pro-rated based on the percentage of time assigned to work.

**TO ENROLL**

Enrollment forms are available online at [http://www.utmem.edu/hr/Benefits/sick.htm](http://www.utmem.edu/hr/Benefits/sick.htm)

Forms should be completed and returned to Human Resources Benefits 910 Madison Avenue, Suite 727 or faxed to 901-448-7497 no later than June 30, 2009.
The Star Achievement program is well underway for 2009. The first group of participants has completed Module 1 and will participate in Module 2 later this month. A second group will begin the journey to stardom on June 30th. Space is still available. Visit [www.utmem.edu/hrtraining](http://www.utmem.edu/hrtraining) and choose the “Star Achievement” link for registration information.

**Workers Compensation Reminders!**

- Report to supervisor immediately!
- Complete, sign, and submit original State of TN accident and supervisor reports to the Workers Compensation office at 910 Madison Ave Ste. 727 as soon as possible.
- Seek medical treatment from approved provider or hospital. An extensive listing can be located at: [http://tn.gov/treasury/wc/](http://tn.gov/treasury/wc/)
- If services are needed immediately University Health Services and Methodist University Hospital Emergency Room are quickly accessible.
- If the Workers Compensation office is closed, you may call your claim in at 1-866-245-8588.
- Contact your Workers Compensation office at 901-448-5577 or visit [http://www.utmem.edu/hr/Insurance/workers.htm](http://www.utmem.edu/hr/Insurance/workers.htm)

**Upcoming Workers Compensation Training**

If you would like to learn more about Workers Compensation, one hour training will be given on the following dates: **May 29, 10-11AM; July 30, 2-3 PM; Sept 30, 11-12 PM; Nov 10, 1-2 PM** Please register at: [www.utmem.edu/hrtraining](http://www.utmem.edu/hrtraining)
Chancellor’s Exempt Staff Award

The Chancellor’s Exempt Staff Award evolved during the UT Family Campaign in 2007. This award was created to recognize non-faculty exempt employees who have demonstrated outstanding service and/or who have made significant contributions to the University community beyond what is normally expected for their positions. The award is based on evidence of continued excellence, in excess of the required level of performance in any one or more of the following areas:

- Providing excellent service to staff, faculty, students, alumni or visitors
- Enhancing the quality of life for students, employees or visitors
- Developing new programs and services or making significant improvement to existing programs or services
- Advancing the reputation of the UTHSC internally, locally, regionally, nationally, and/or internationally.

Criteria for nomination: The award is open to all non-faculty exempt staff at UTHSC and who are employed and have served a minimum of 3 years prior to nomination and who have not previously received the award. You can assist with growing the Chancellor’s Exempt Staff Award through payroll deduction, outright gifts, or deferred gifts. If you are interested in making a confidential donation, single or continuous, contact the Development Office at 448-5516. For more details regarding this award please visit: [http://www.utmem.edu/oed/exemptstaff.php](http://www.utmem.edu/oed/exemptstaff.php)
A NEW LOOK FOR EDUCATIONAL ASSISTANCE FORMS

There have been changes made to the following educational assistance forms:

- Fee Waiver
- PC-191
- Spouse/Dependent
- Retiree

Visit the HR website at: http://www.utmem.edu/hr/Benefits/education2.htm to print new forms for use immediately!

UTHSC Welcomes New Team members!

**February**
- Rosemary O’Kelley
- Youde Jiang
- Lorin Hall
- Ashley Dotson-Johnson
- Francesca Liao
- David Miller
- Tracie Hansom
- Nancy Anderson
- Liang Huizhen
- Lyndsay Smith
- Amanda Lane
- Maria Fuertes
- Steven Gurley
- Vera Dilworth
- David Boone
- Kenetra Hix

**March**
- Jennifer Young
- Sarasdasri Karri
- Qinghua Pu
- Shehla Atiq
- Clyde Martin
- Simpfronia Taylor
- Jeffrey Monroe
- Pooja Dalal
- Adebowale Adediyi
- Marguerite Ostmann
- Sunitha Nekkalapu
- Stephanie Rodgers
- Theodis Bishop

**April**
- Luciana Richer
- Franklin Garcia-Goody
- Katherine Baldwin
- Margaret Caufield
- Jennifer Stabenow
- Bin Wang
- Marie Bredy