From the Desk of the Executive Chancellor

The University of Tennessee Health Science Center is committed to the financial well-being of its faculty, staff and students. The purpose of the Money Matters newsletter is to keep you not only informed, but ever mindful of the significance of carefully managing your financial situation.

Being deliberate about your finances takes time and effort, but in the long run, will prove to be beneficial to the financial stability of you and your family. I encourage each of you to set financial goals that include a defined savings plan, credit card and/or other major debt pay-off timelines. Make time to speak with the Benefits Specialists to discuss your life insurance and your retirement options. The only way you will truly reap the benefits of all your hard work is to have a financial plan.

Remember that the failure to plan will be your plan to fail.

Kennard Brown, JD, MPA, PhD, FACHE
Executive Vice Chancellor and Chief Operations Officer

Let Your Voice Be Heard

The Personal Financial Empowerment Series was introduced in 2012. Classes included an overview of the credit report and scoring system; understanding savings and checking accounts; and how to negotiate the best car deals. This year the series will begin with a focus on women and personal finance in observance of National Women’s History Month. But, in order to make this series as relevant as possible to the faculty, staff, and students of the Health Science Center, your help is needed. Please take a few moments to complete a brief survey by Friday, March 15th indicating the topics most important to you in the area of personal finance. Your feedback is anonymous. Click here to complete the survey.

"An investment in knowledge pays the best interest."

Benjamin Franklin
Top priorities for individuals

Setting goals at each stage of your career is essential to successful planning. An integrated plan can serve as a disciplinary tool to help you and your family, partners and employees work toward common goals. But of course, goal setting is only half the battle. With an advisor by your side, you can translate goals into actions on a predetermined timetable.

**Stage 1: Early Career**

**Action 1: Structure** debt repayment by consolidating outstanding credit loans and credit card balances and opting for a low-interest, strategically scheduled payback plan.

**Action 2: Optimize** risk management by purchasing medical malpractice, disability and life insurance policies that are commensurate with industry standards and the value of assets you need to protect.

**Action 3: Develop** a savings plan for discretionary purchases.

**Action 4: Establish** a retirement strategy, targeting a retirement age and setting up a career timetable and exit strategy.

**Action 5: Calculate** the income you’ll need to maintain your preferred standard of living during retirement.

**Action 6: Set up** a tax-advantaged retirement plan to supplement any traditional plans you’ve invested in.

**Action 7: Draft** a power of attorney and have a will drawn up, detailing your wishes in the event you become incapacitated or pass away.

**Action 8: Develop** a working plan for transferring wealth at the end of your life.

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**Stage 2: Mid-Career**

**Action 1: Review** the adequacy of malpractice, disability and life insurance policies.

**Action 2: Rebalance** your investment portfolio annually to maintain diversification and accommodate any changes in risk tolerance and long-term goals.

**Action 3: Refine** your retirement plan.

**Action 4: Develop** a more detailed exit strategy, taking into account the impact your retirement will have on your practice as you wind down and stop working.

**Action 5: Review** and make necessary adjustments to your wealth-transfer plan.

**Action 6: Start** a gradual intergenerational transfer of wealth.
Stage 3: Later Years

Action 1: Implement your retirement plan, drawing on payouts from earlier investments to support your chosen lifestyle.

Action 2: Devote time to reinforcing your personal and professional legacy.

Action 3: Finalize your estate plan.

Action 4: Dedicate time to your favorite charities.

Action 5: Consider honorary roles in the industry, such as serving on a hospital board of directors.

Get Help From a Partner You Trust

SunTrust has an intimate knowledge of the full spectrum of issues physicians face.

Our Medical Specialty Group has been serving the needs of doctors and medical practices for more than 16 years, keeping a close watch on the industry and economic developments that affect you.

Personal service is our absolute priority, and to that end, we meet with you at your convenience—whether at the hospital, your office or your home, and during or outside of regular business hours. We operate in concert with an extended network of tax, legal and real estate professionals, which gives us access to a full range of financial insights, strategies and products, and allows us the versatility to customize solutions to meet every aspect of your financial needs. That, in turn, frees you to focus on delivering high-quality care to your patients.

To find out more about what the SunTrust Medical Specialty Group can do for you, call 800-321-1997 or visit https://www.suntrust.com/medical.

Remember to give your suggestions of topics for the Personal Financial Empowerment Series. Click here to complete the survey by Friday, March 15th.
Are UTHSC’s graduates financially savvy and ready to manage their loans portfolios? The department of Financial Aid provides Financial Aid Literacy and Debt Management to educate students regarding finances. It is the ability to understand and manage money so they can make informed financial decisions – to save, manage and better protect their money. Help them to prepare for the unexpected events and plan for the short or long-term goals.

"The vision of UTHSC department of Financial Aid is to provide the most effective and efficient financial aid, to promote access to healthcare education and the professions, to counsel and educate students regarding financial literacy and debt management, and to optimize our communication with students, parents, staff, and the public."
The department offers one-on-one counseling sessions and live presentations, etc. for students. Our goal is to better educate UTHSC’s students for life during and after graduation, to build understanding and importance of being “mentally financially fit”. UTHSC’s Financial Aid Literacy & Debt Management website is located at http://www.uthsc.edu/finaid/literacy/.

UTHSC’s Financial Aid Office has developed a new link on its Literacy Website to provide UTHSC students’ with more resources. These resources include a variety of helpful articles ranging from stretching your dollars to getting out of credit card debt, quizzes, videos, worksheets, and a budget wizard.

"CashCourse" is a free educational website provided by The National Endowment for Financial Education (NEFE).

The University offers “CashCourse” to all students and recent graduates 24/7.


Click on “CashCourse”, at the top right hand corner.

UTHSC
Financial Aid Literacy and Debt Management Support
Website http://www.uthsc.edu/finaid/literacy/

Contact
Janice Maddox
Financial Aid Literacy Coordinator
Email: jmaddox9@uthsc.edu
Phone: (901) 448-1601
Train like Rocky Balboa: The 90-Day Financial Fitness Program

Remember the training sequence in “Rocky?” He starts with a short run and small weights, then heavier weights, then there’s the climactic moment when he runs up the steps, with people cheering!

Each of us can be our own financial Rocky, start with relatively easy things then work up to heavy stuff. Here’s your own fiscal training program – 90 days – 12 short weeks – to financial fitness.

Step One, Week One: Set specific goals
Decide what you would like to achieve, and find out how much it will cost.

Step Two, Week Two: Make a budget
Write down your expenses and your income, using the budget worksheet available at UT Federal Credit Union. Now, see which expenses you might be able to reduce or eliminate. For example, you could lose the daily $4 cup of coffee and just drink the office coffee, bring your lunch to work, and carpool.

Step Three, Weeks Three and Four: Living Within Your Budget
Write down everything you buy in one week. You can use a chart to track small expenses. These 21 days help you make living within a budget a habit for life.

Step Four, Week Five: Putting Money in Savings
Most employers can set up an automatic withdrawal from your paycheck into a savings account. That way, the transfer happens automatically and you never even have to worry about it. Ask the staff at UTFCU about the different options for saving and investments.

Step Five, Week Six: Balancing Your Checkbook
Now it’s time to celebrate your successes, and get ready for hard work. Grab your checkbook, your monthly statement and a calculator and balance your checkbook.

Weeks Seven, Eight, Nine: Stay Balanced
Keep up the hard work! Keep your checkbook balanced. Don’t hesitate to ask for help if you run into problems. You can get assistance from UTFCU, or contact BALANCE Financial Fitness at (888) 456-2227.

Week Ten: Take Stock
It’s entirely understandable if you hit a few snags along the way. In fact, it would be surprising if you didn’t. Take a good look at things that you have not been able to achieve on a regular basis, and figure out if it is realistic to think you can achieve them in the future. Ask UTFCU for some “Quick Tips” for extra help.

Week Eleven: Investing in a 401(k)
Now it’s time to invest in your future. These accounts, known as 401(k) or 403(b), are a good deal. No taxes are due on your contributions or earnings until you retire and begin withdrawing the funds. The same is true of IRAs, although the maximum amount you can invest annually in an IRA is substantially less than what you can put in a 401(k) or 403(b). So if your employer doesn’t offer a tax-deferred plan, open an IRA or a Roth IRA and reap the tax benefit April 15.

“A budget is telling your money where to go instead of wondering where it went.”
John Maxwell
Week Twelve: Congratulations!
Pat yourself on the back, Rocky – and take a run up those steps if you like. You did it. Take a moment to look back on all you’ve learned, and keep up the good work!

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FINANCIAL WORKSHEETS
Click on each link to download the worksheet.

$ Budget Worksheets
$ Weekly Expense Worksheet
$ Balancing Your Checking Account
$ Quick Tips for Staying the Course

Additional resources and assistance toward financial freedom is available from the friendly staff at the UT Federal Credit Union.

Information and tools sited in this article were provided by the staff of the UT Federal Credit Union and the Balance Financial Fitness Program, another resource that is available to members of the UT Federal Credit Union. To learn more, visit them on the web at http://www.balancetrack.org or call (888) 456-2227.

Income Tax Preparation: Count the Real Cost
It’s that time again! It’s time to begin gathering documents to file 2012 income tax returns.

During this time of year, citizens are faced with many options to get taxes filed by the April 15th deadline. Some options seem convenient, offering a rapid return. But, what is the true cost of this convenience?

Consider the following to ensure that you are not paying a high cost for a quick return.

1. Check with the Better Business Bureau for the rating of the tax preparation company that you are considering.

2. Visit the IRS website for locations for free tax preparation assistance through the Volunteer Income Tax Assistance (VITA) Program. The program generally offers free tax help to people who make $51,000 or less and need assistance in preparing their own tax returns. IRS-certified volunteers provide free basic income tax return preparation with electronic filing to qualified individuals in local communities.


“Money in the bank is like toothpaste in the tube. Easy to take out, hard to put back.”

Earl Wilson
Women and Investing

- This class will review investment strategies for women.
- Thursday, March 14, 2013—2:00 p.m.—3:00 p.m.
- HR Training Room, 910 Madison, Ste. 725
- Facilitators: Usman Akbar & David Fleurantin—Sun Trust Bank

Retirement Planning: An Action Plan for Women

- This class will review investment strategies for women.
- Wednesday, March 20, 2013—10:00 a.m.—11:00 a.m.
- HR Training Room, 910 Madison, Ste. 725
- Facilitator: Alese Pewitt, Great West Retirement Services

Ten Financial Facts All Women Should Know

- This class will review essential facts of personal finance.
- Thursday, March 28, 2013—2:00 p.m.—3:00 p.m.
- HR Training Room, 910 Madison, Ste. 725
- Facilitators: Terri Gray, UT Federal Credit Union

A penny saved is a penny earned.

Benjamin Franklin

The Money Matters Newsletter is distributed by the UT Health Science Center Human Resources Department in Partnership with:

- The UTHSC Department of Financial Aid
- Sun Trust Bank
- UT Federal Credit Union

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