

# Employee Benefits: 2023-2024

## Benefit Carrier Contact Information

Southern Utah University  
**Shelly Merrill, Benefits Manager**  
435-586-7819

shellymerrill@suu.edu

UMR - Medical  
Plan Advisor: 800-207-3172

Group #: 76-414958  
www.umar.com

MotivRx - Pharmacy  
8AM-5PM: 385-247-1030 | After Hours: 844-234-4472

www.motivrx.com

Teladoc - Telemedicine  
800-Teladoc (835-2362)

www.Teladoc.com

Samera Health - Dental & Vision  
435-563-0613

Group #: SUU07012023  
www.samerahealth.com

Optum Health Bank - Health Savings Account (Card)  
800-791-9361

www.optumbank.com

National Benefit Services - HRA & Reimbursement Accounts  
800-274-0503 / 801-532-4000  
Fax: 800-478-1528 / 801-355-0928  
www.nbsbenefits.com

The Standard - Life & Disability  
800-368-1135  
LTD policy #: 136251-B  
Life policy #: 166274  
www.standard.com

The Life Connection (TLC) - Employee Assistance Program  
800-280-3782  
www.bhoptions.com  
Code #: SUU

AFLAC - Worksite Products  
800-433-3035  
www.aflacgroupinsurance.com

Moreton & Company - Account Manager / Claims Assistance  
**Patty Nichols**  
801-715-7052  
Toll Free: 800-594-8949  
pnichols@moreton.com  
www.moreton.com

## Welcome!

To learn more about the benefits Southern Utah University offers, please review the following 2023-2024 benefit materials. If you have any questions about your benefits, we are here to help!

## Human Resources

Please contact Human Resources for any benefits related questions, including benefit coverage, contributions, enrollment, benefit change forms, notification for changes in status, provider directories, and general carrier information.

## Social Security Numbers

Federal law requires you to provide a valid Social Security number for each person to be covered by any medical plan sponsored by your employer (yourself, your spouse, and all dependent children).

## Medicare Part D

If you have Medicare or will become eligible for Medicare in the next 12 months, federal law gives you more choices about your prescription drug coverage. See Human Resources for more information.

## HIPAA Privacy Notice

The Health Insurance Portability and Accountability Act (HIPAA) requires employers to adhere to strict privacy guidelines and establishes employees' rights with regard to their personal health information. If you have any questions regarding HIPAA, please speak with your Moreton & Company representative or contact Human Resources.

## IRS Regulations

**Failure to meet IRS deadlines will affect your insurance coverage!** IRS regulations govern how and when an employee may make cafeteria plan elections and changes to those elections. These rules require that employers enforce firm deadlines with respect to employee benefit enrollment and related cafeteria plan elections. This means that we cannot accept forms after open enrollment ends. Furthermore, if you experience a qualifying event allowing you to add, drop, or modify your coverage and related cafeteria plan election mid-year, we must be timely notified of such event. The required forms generally must be completed within 30 days of such event, or you cannot make the change. In addition, please be aware that with the exception of the birth, adoption, or placement for adoption of a child, any cafeteria plan election changes can only be implemented prospectively, meaning on the first paycheck or period of coverage following our receipt of the form. Therefore, if you are making a change based on a qualifying event other than a new child, and you want changes implemented as of the date of the event, you must inform us of the change in advance. **If you do not enroll on time, you will not receive coverage or be able to change your elections mid-year unless you have an IRS qualifying event.**

**Note:** This publication is only a partial summary of benefits and is provided for informational purposes only. It does not describe all elements of the summarized programs. For complete information regarding the benefits, plan provisions, limitations and exclusions, and for a description of claims procedures, refer to the formal benefit documents that will be provided to you after enrollment. In the event of a discrepancy or conflict between the information contained in this publication and the official benefit plan provisions, the official plan documents and insurance contracts will govern. Copies of these documents are available for your review from your Human Resources department. No rights shall accrue to you and/or your dependents because of any statement, error, or omission in this publication.