



News You Can Use!

Important Information for Employees of Oklahoma State University

Human Resources

August 2012

New Womens' Preventative Coverage

As part of the Affordable Care Act, effective August 1, 2012, FDA-approved contraceptive methods which have proven health benefits like a reduced risk of cancer and protecting against osteoporosis, and contraceptive education and counseling, will be covered without cost sharing requirements on all new private health insurance plans. (Abortifacient drugs are not included.)

OSU's plan year with BlueCross BlueShield of Oklahoma begins January 1, 2013, and this new benefit will begin at that time. There are seven other new additional women's preventive services under the Affordable Care Act that will be covered without cost-sharing requirements (some of which are already included in OSU's 2012 BlueCross BlueShield health insurance plan).

- Well-woman visits.
- Gestational diabetes screening.
- Human Papillomavirus DNA testing.
- Sexually transmitted infections counseling.
- HIV screening and counseling.
- Breastfeeding support, supplies and counseling.
- Interpersonal and domestic violence screening and counseling.

Watch for more details in upcoming Annual Benefits Enrollment communications.

Mobile Breast Cancer Screening Unit on Stillwater Campus September 25

The mobile breast cancer screening unit will be on the Stillwater campus, Tuesday, September 25, and will be parked in the north parking lot of the Seretean Wellness Center. Preventive services are covered at 100% of allowed charge for one baseline screening between ages 35-39 or one annual screening age 40 and over.

To make an appointment for a screening, call Oklahoma Breast Care Center, 1-800-422-4626, x106. Please bring your BlueCross BlueShield Identification Card with you to your appointment. Spouses and employees who waive OSU's health insurance who have other provider insurance can also participate in this screening.

Employees enrolled in OSU's Cancer Care Plan receive a check from American Fidelity when they participate in one generally medically recognized internal Cancer screening test per calendar year, including mammogram; breast ultrasound; breast thermography; breast cancer blood test (CA 15-3); and more. For information on OSU's Cancer Policy, go to <http://hr.okstate.edu/benefits/cancer.php>.

Updated Oklahoma Teachers' Retirement System Client Handbook and New Rules Affect Service Credit for Sick Leave

Oklahoma Teachers' Retirement System (OTRS) has updated their Client Handbook. The handbook can be read online at <http://www.ok.gov/TRS/> - scroll down the page and click on *New Client Handbook*.

Amongst other changes, OTRS is enhancing the method in which service credit is awarded for unused sick leave days. Service credit will be awarded for a fraction of a year a client holds in unused sick leave if a full year has not accrued. The additional service credit will be awarded to the client upon retirement. The new sick leave provisions, which go into effect August 1, 2012, are detailed in *The Advisor* newsletter, also on the OTRS website, www.ok.gov/TRS/Publications/Advisor.html.

Are Your Education and Veteran Status Current on the Human Resources System?

Oklahoma State University recently received a letter from the Office of Federal Contract Compliance Programs (OFCCP), as notification that OSU is subject to an OFCCP audit. OSU had 30 days to respond and the requested information was forwarded to the OFCCP. OSU then received notice that the audit had been dismissed. Great news for OSU!

If the audit had not been dismissed and OSU had been asked for additional information, the request could have included asking for detailed information about employee performance evaluations, education, disability, and veteran status, amongst other things.

With this in mind, now is a good time to make sure your most current education and veteran status is up to date on the Human Resource System (HRS). This can be done by logging in to *Web for Employees*, <http://webemp.okstate.edu/>. Online help can be found at <http://webemp.okstate.edu/help/scthelp.htm>.

Once you are in *Web for Employees*, please do the following:

- Click on *Personal Info* and select *View Education* to view/update your education.
- Click on *Personal Info* and select *Update Personal Data* to view/update your military status.

If you need help, staff in Human Resources/Employee Services will be happy to assist you. Come to 106 Whitehurst, or call (405) 744-5449.

The Office of Federal Contract Compliance Program (OFCCP) enforces, for the benefit of job seekers and wage earners, the contractual promise of affirmative action and equal employment opportunity required of those who do business with the Federal government.

Save the Date!

Know Your Cancer Risk

Are you at an increased risk for cancer?

by Melissa Hall, American Fidelity

Wednesday, September 26, Noon to 1pm

Watch for more information in the next issue of
News You Can Use

How One OSU Employee Benefited from the BlueCross BlueShield Diabetes Management Program

Tammie Baker in Residential Life Conference Services, shared her story about how enrolling in the BlueCross BlueShield Diabetes Management Program saved her \$\$\$!

"I am a diabetic and my supplies cost quite a bit of money. But beginning this year, our health insurance, Blue Cross/Blue Shield of OK and OSU Human Resources worked out a plan that allows me to be able to buy my diabetic supplies at \$10.00 each, per month. Before the change in the co-pay, I felt like I was making an additional car or house payment.

"If I didn't work for OSU, I'm not sure how I would be able to afford my medicine, as I am a single person, so I rely on my income alone. Thank you OSU Human Resources and Blue Cross/Blue Shield of OK Insurance. I am now able to keep more of my money, instead of spending it on the high cost of medicine."

For information about the BlueCross BlueShield Value-Based Benefits Diabetes Management Program, go to <http://hr.okstate.edu/benefits/health.php>.

EthicsPoint, OSU's Confidential Reporting System

OSU is dedicated to providing a safe, secure and ethical place to be. Every person at OSU shares in the responsibility for promoting a positive environment. EthicsPoint, OSU's Confidential Reporting System, provides easy ways to discreetly and confidentially report activities that may involve criminal, unethical, or otherwise inappropriate behavior in violation of OSU policies and/or state laws.

The system, built to protect the identity of the reporter, provides a formal mechanism for investigation, follow-up and response.

A link to OSU's Confidential Reporting System is on the Human Resources website at <http://hr.okstate.edu/>, or go to www.ethicspoint.com, or telephone toll-free 1-866-294-8692.

Discounted Football Tickets

Don't miss out on your chance to catch all the action at Boone Pickens Stadium this Fall. Faculty/staff receive a 20% discount on football season tickets. Season tickets are the only way to guarantee your seat to all 7 home games, including Texas.

We will also be having two faculty/staff appreciation games the year. Receive discounted tickets to Savannah State and West Virginia by following the link www.okstate.com/facultyandstaff and use the Promo Code: Fiesta.

For more information, visit www.okstate.com/tickets or call 877-ALL-4-OSU!

Go POKES!

TIAA-CREF Visits

TIAA-CREF representatives will be on the Stillwater campus for financial planning and retirement advice to meet one-on-one with employees:

- August 21, 22, 23
- September 18, 19, 20
- October 13, 14, 15
- November 4, 5, 6

To make an appointment, schedule online at www.tiaa-cref.org/schedulenow or call TIAA-CREF at 1-800-732-8353.

Training Opportunities

August

- 22 Sexual Harassment Policy Training
- 23 Information Security Awareness
- 23 Purchasing Card Training
- 28 Transition from Office 2003 to 2010
- 28 Physical Plant Services Virtual Tour (*exclusive to Advanced Leadership Program*)
- 29 Getting to Know Windows 7
- 29 Written Communication: Writing with Purpose and Power
- 29 Grammar and Proofreading for Writing with Purpose and Power, Part 1 of 2

For a description of classes or to register, go to <http://hr.okstate.edu>, or call Training Services, (405) 744-5374. Also, find us on Facebook, Twitter, and LinkedIn.

Reminder! Improved WageWorks Participant Site Coming Soon!

On September 1, 2012, WageWorks (OSU's flexible spending account provider) will launch an improved participant site, complete with a fresh look and new tools to make it easier for employees to manage their flexible spending accounts and access helpful health and wellness information. At a glance, participants will see a snapshot of their five most recent transactions and be able to view related details with the click of a button. The new messaging system provides the ability to control how and when messages are received and highlights time-sensitive matters that require participant action.

The updated participant site will include the following new pages:

- **Account Statement Page** Providing transaction processing dates, remaining account balance and claim status at a glance.
- **Claims and Activity Page** Providing a comprehensive view of all claims and payments, including transaction status, for each plan.
- **Submit Receipt or Claim Page** Providing a simple, straightforward approach to file a claim or verify a card use transaction for any of your available plans.
- **Health and Wellness Page** Providing 24/7 online access to health and wellness tools, resources and information for healthy living.

For the month of September, participants will be able to access the old site. A navigation button will allow you to choose which site you use.

Don't Weight to Feel Great! New Program from BlueCross BlueShield

Searching for a simple, effective approach to weight loss? The answer is here with *Don't Weight to Feel Great*, offered to you by Blue Cross Blue Shield of Oklahoma.

This eight-week online program teaches behavior modification strategies by providing you with informative handouts that also include links to Blue Access® for Members and resources at www.bcbsok.com.

You'll learn about:

- Eating right
- Physical activity
- Stress management
- Reducing risk of chronic diseases
- Healthy snacking and strategies for dining out
- Other lifestyle changes for long-term success

Go to <http://hr.okstate.edu> to sign up now for informational e-mails about the *Don't Weight to Feel Great!* program.