

**Alvernia University**  
**Employee Benefits Summary**  
**Faculty**

Unless otherwise noted, all benefits are effective the first of the month following date of hire.

**Medical/Rx Insurance**

- Currently offering two plans through Aetna (QPOS or Choice POS).
  - Aetna QPOS
    - Employee coverage paid 100% by Alvernia University.
    - This is a referral based medical plan.
  - Aetna Choice – POS
    - This is a buy-up plan (nominal amount).
- Both plans offer:
  - Dependent coverage available at cost to employee.
  - \$20 co-pay for any in-network office visit (Primary and Specialist).
  - \$200 (per person) and \$400 (per family) in-network annual deductible for diagnostic procedures/tests (coverage at 100% after deductible for any covered services).
  - Pharmacy benefits offered through Aetna.
  - Mail Order is also available!

**Dental Insurance**

- Currently offered by Guardian (PPO Plan).
- Employee coverage paid 100% by Alvernia University.
- Dependent coverage available at cost to employee.
- Preventative care covered at 100%; Basic services at 80%; Major services at 50% - Basic and Major Services have a \$25 per person annual deductible and \$1000 maximum per year.

**Vision Insurance**

- Currently offered by Highmark Blue Shield (Davis Vision/Fashion Focus – PPO Plan).
- Employee coverage paid 100% by Alvernia University.
- Dependent coverage available at cost to employee.
- Annual standard eye exam covered at 100% in-network as well as a portion of glasses or contact lenses.

**Life Insurance**

- Employee coverage paid 100% by Alvernia University.
- Coverage amount equals 1x annual salary (up to a maximum of \$50,000).
- Policy includes life and accidental death & dismemberment.

**Long Term Disability**

- Employee coverage paid 100% by Alvernia University.
- 60% of income after 90 day waiting period.

### **Flexible Spending Accounts (Section 125)**

- Employee deductions taken pre-tax.
- Health Care Reimbursement Account available.
- Dependent Day Care Account available.

### **Optional benefits via AFLAC and John Hancock**

#### **Holidays**

- Eligible Immediately – 16 days per year.
- Retirement Plan
  - Alvernia University contributes 5% of salary regardless of employee contributions
  - Alvernia University matches dollar for dollar up to 5% of employee contribution
  - Two funding companies offered (TIAA-CREF and Equitable)

#### **Sick**

- Earned monthly at a rate of 6.25 hours (10 days per year).
- Eligible first of month following date of hire (first year is prorated).
- Carryover unlimited hours each year.

#### **Retirement Plan**

- Alvernia University contributes 5% of salary regardless of employee contributions.
- Alvernia University matches dollar for dollar up to 5% of employee contribution.
- Two funding companies offered (TIAA-CREF and Equitable).

#### **Undergraduate Programs at Alvernia University**

- Eligible immediately.
- Full-time employees receive 100%; Part-time employees receive 50%.
- Dependents eligible for same benefits.

#### **Tuition Exchange/Council of Independent Colleges Scholarships**

- Dependent children are eligible to apply after 3 years of parent's employment.

#### **Graduate Programs at Alvernia University**

- Employees receive 66% tuition discount.
- Dependents receive 20% tuition discount.

#### **Graduate Programs at other Colleges**

- Reimbursement available for job-related course work for tuition only at 100% up to \$750 or 80% of cost, whichever is greater (up to 3 courses per fiscal year).

#### **Credit Union**

- Employees are eligible to join the CTCE federal credit union at any time after date of hire.

#### **Payroll**

- Paid biweekly.
- Direct deposit available.

**Questions – Please contact Human Resources at (610) 796-8317 or [human.resources @alvernia.edu](mailto:human.resources@alvernia.edu)**