



Covering every degree of your resource needs

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University Physicians' Association, Inc.

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UPA Corporate
18 Client Locations
57 UHS Practices

130 Team Members
207 Team Members
452 Team Members



HumanaVitality New Program Year

UPA hopes that all of you had a wonderful New Year and we're happy to have you as part of team to kick off 2016!

Our program year for HumanaVitality follows the calendar year which means that you will start fresh on January 1, 2016 within the Vitality program. Please note that this means your status for 2016 will begin back at Blue and in order to qualify for the discounted rate for health insurance premiums in 2017, you must reach Silver level status by August 31, 2016. You will see 10% of your points from 2015 roll over to 2016. In order to begin earning more points, you must complete the Health Assessment in 2016. If you complete this assessment within 90 days of the beginning of the program year, which is January 1st, you will receive 250 bonus points.

For additional information on beginning a new program year with HumanaVitality, we have included a link to a helpful video below.

https://www.humana.com/vitality/renewal?cm_sp=Humana.com_-Get_the_most_from_Your_HumanaVitality_Program_Year_-Watch_Video_Link

HumanaVitality Informational Calls

In an effort to help all team members understand the Vitality program, we will be holding monthly calls to go over the program in detail and to answer any questions regarding Vitality. These calls will be a great resource for any new hire as well as current team members who would like a better understanding of HumanaVitality. Please note that these calls are completely voluntary.

The calls will be held the last Thursday of every month at 3:30pm. We will have our HumanaVitality representative on the call which should last around 30 minutes. We will send out a reminder email with the call-in information the week of the call. If you are unable to join the call but have questions regarding HumanaVitality, please reach out to the Vitality Champ for your department, Christi Daniels or Ashley Shipwash.



DELL Offers Limited Time Discount to UPA Team Members

Dell's Member Purchase Program is committed to providing University Physicians' Association their BEST PRICE GUARANTEE year around on Dell computers and thousands of other electronic and accessory items including TV's, printers, cameras, ink, monitors, and much more! Dell provides offers located at www.Dell.com/mpp/UTMedicalCenter.

Between January 15-22, 2016, University Physicians' Association is Dell's Member of the Week and will feature one of their BEST PROMOTIONS ever, which is additional 17% off select Laptops, Desktops, Tablets, and Dell-branded electronics and accessories (17% coupon will not be stackable to our Student Offer, other coupons, clearance, etc.)!

Visit www.Dell.com/mpp/UTMedicalCenter to claim your coupon and take advantage of this phenomenal offer while it lasts!



Upcoming Pay Date

January 15

January 29

February 12

Please be sure to review your first pay check for 2016 which should include your new benefit enrollments.

Employee User lock in ADP Workforce Now

The following steps can be used by a Self Service user to reset their own password for ADP Workforce Now.

1. Go to ADP Workforce Now site (<https://workforcenow.adp.com/>)
2. Click Forgot your Password?
3. Type in your User ID > Click Next
4. Complete the proceeding screens to reset your password

If user attempts to login and enters the User ID or password incorrectly, the user is locked out for 15 minutes. After the 15 minutes have passed, the user can attempt to login again. Sometimes the system will say you are locked out and to contact an Administrator, if you have entered your login information too quickly. If this happens try again or wait 15 minutes for the system to reset itself.

Understanding your W2

With the recent changes in the Affordable Care Act, wages are reported differently on your W2. The cost of pre-tax healthcare plans will reduce the gross taxable wages therefore your annual earnings will reflect a lower amount if you elected pre-tax benefits such as 401k, Medical, Dental or Vision plans.

The IRS has extended the due dates for providing 2015 ACA forms. Specifically, this notice extends the due date (1) for furnishing to individuals the 2015 Form 1095-B, Health Coverage, and the 2015 Form 1095-C, Employer-Provided Health Insurance Offer and Coverage, from February 1, 2016, to March 31, 2016.

This notice also provides guidance to individuals who might not receive a Form 1095-B or Form 1095-C by the time they file their 2015 tax returns.

As a result of the extension, individuals may not have received this information before they file their income tax returns, for 2015 only individuals who rely upon other information received from their coverage providers about their coverage for purposes of filing their returns need not amend their returns once they receive the Form 1095-B or Form 1095-C or any corrections. Individuals need not send this information to the IRS when filing their returns but should keep it with their tax records.

If you have any questions, please contact either Pat Donison, pdonison@utmck.edu 865-670-6102 or Kelly Sherrod, ksherrod@utmck.edu 865-670-6137.



Some of you may be dealing with legal or identity theft issues and are trying to handle them on your own adding stress to your lives. Identity theft is affecting more and more individuals like yourself and does not discriminate on age, race, income or profession, but can have devastating results for you and your family. UPA is offering a benefit that can give you peace of mind knowing that a large, powerful law firm and a premier ID theft organization are standing by ready to help when a legal or ID theft problem arises now or in the future.

The LegalShield benefit is a voluntary payroll deducted benefit and is available online at www.legalshield.com/info/upa.

You can enroll or discontinue the benefit at any time during the year. There is no enrollment period.

Why would you need a legal plan?

A legal service plan can help with all sorts of planned and unplanned legal issues such as traffic tickets, foreclosures, Will preparation, warranty disputes and much more. As a LegalShield member, you can rest assured that whether you're facing a legal issue that's big, small or somewhere in between, you'll have access to legal advice and services when you need them.

Why should you protect your identity?

Identity theft affects millions of Americans each year. Victims of identity theft can face issues such as lost job opportunities, problems with securing a loan or harassment from debt collectors. You can get the experts on your side with an identity theft protection plan. Services include access to your credit report (or consumer credit disclosure).



University Physicians' Association, Inc.



This week, it's all about you

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January 15-22, 2016



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during January 15-22, 2016 only!

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^A**DELL PREFERRED ACCOUNT (DPA):** Offered to U.S. residents by WebBank, who determines qualifications for and terms of credit. Promotion eligibility varies and is determined by WebBank. Taxes, shipping, and other charges are extra and vary. Payments equal 3% of the New Balance or \$20, whichever is greater, shown on the monthly billing statement. Minimum Interest Charge is \$2.00. Rates range from 19.99% - 29.99% variable APR, as of 9/30/2015, depending on creditworthiness. Dell and the Dell logo are trademarks of Dell Inc. **6 MONTHS SPECIAL FINANCING ON NEW PURCHASES \$499 OR MORE** is a no interest if paid in full by June, 2016 financing promotion available at time of purchase on new \$499 or more purchases from 10/29/2015 through 11/24/2015. Refurbished and/or used purchases do not qualify for promotions. Interest will be charged to your account from the purchase date if the purchase balance is not paid in full by your Payment due date in June, 2016, or if you make a late payment. Minimum monthly payments are required during the promotional period. If not paid by end of promotional period, account balance and new purchases will be subject to the Standard APR rates, which range from 19.99% - 29.99% variable APR, as of 9/30/2015, depending on creditworthiness. Offers subject to credit approval and may be changed without notice.