Voluntary Short Term Disability Insurance

For Employees of the State of Utah Answers To Your Questions About Coverage From The Standard





Standard Insurance Company



About This Booklet

This booklet is designed to answer some common questions about the group Voluntary Short Term Disability (STD) insurance coverage offered to the eligible employees in your company. It is not intended to provide a detailed description of the coverage. Features of the coverage may vary by state. Refer to the Coverage Highlights for additional details of the plan.

If coverage becomes effective and you become insured, you will receive a certificate containing a detailed description of the insurance coverage including the definitions, exclusions, limitations, reductions and terminating events. The controlling provisions will be in the group policy. Neither this booklet nor the certificate modify the group policy or the insurance coverage in any way.

Voluntary Short Term Disability Insurance Features

Chances are you already purchase home, auto and life insurance to protect yourself against the threat of loss. And you probably have health insurance to guard against costly medical bills.

So, what steps have you taken to help shield yourself, your lifestyle and those who count on you from an unexpected loss of income? Would you be able to meet your financial obligations if you became disabled and unable to work?

STD insurance is designed to pay a weekly benefit to you in the event you cannot work because of a covered illness or injury. This benefit replaces a portion of your income, thus helping you to meet your financial commitments in a time of need.

By sponsoring group Voluntary STD insurance from Standard Insurance Company, your employer offers you an excellent opportunity to help protect yourself and your lifestyle. The advantages to you include:

- **Convenience.** With premiums deducted directly from your paycheck, you don't have to worry about mailing monthly payments.
- **Savings.** Typically, group insurance rates are lower than the rates of individual insurance plans, generally providing you with coverage at a lower cost.
- **Peace of Mind.** You can take comfort and satisfaction in knowing that you have taken a step toward securing your income during a period of disability.

Commonly Asked Questions

The following information provides details to give you a better understanding of group Voluntary STD insurance available from The Standard. Written in non-technical language, this is not intended as a complete description of the coverage.

Do I need STD insurance?

If you are not certain that you need STD coverage, consider if you would be able to meet your financial obligations if you became disabled and unable to work for an extended period of time. The risk of disability may be greater than you think. Recent statistics have shown:

- More than 25% of today's 20-year-olds will become disabled during their career. (U.S. Social Security Administration, Facts. June 2, 2017)
- Over half of Americans are financially unprepared for a period of disability. 52% of adult Americans have no savings earmarked for emergencies. (U.S. Federal Reserve Board, Report on the Economic Well-Being of U.S. Households in 2016, May 2017)

If you depend on your regular paycheck to pay your bills, what would happen if you became sick and couldn't work? Voluntary STD insurance from The Standard may be part of the solution.





Am I eligible for this coverage?

To be a member and eligible for the Voluntary STD insurance coverage, you must be:

- An active, benefits eligible employee of State of Utah, excluding temporary and seasonal employees, full-time members of the armed forces, leased employees and independent contractors
- Regularly working at least 20 hours each week
- · A citizen or resident of the United States or Canada

When does my insurance go into effect?

The effective date of your coverage depends on when you become an eligible member and when you apply.

If you apply and agree to pay premiums, your Voluntary STD coverage becomes effective on:

- The date you become eligible if you apply on or before that date or
- The date you apply if you apply after you become eligible. You may be subject to a late enrollment penalty if you do not apply within 60 days following the 1st day after date of hire.

You must meet the active work requirement before your insurance becomes effective.

What is the active work requirement?

Active work means performing with reasonable continuity, the material duties of your own occupation at your employer's usual place of business. You must be capable of active work on the day before the scheduled effective date of your insurance or your insurance will not become effective as scheduled. If you are not actively at work on the day before the scheduled effective date of insurance, your insurance will not become effective until the day after you complete one day of active work as an eligible employee.

What if I don't apply for this coverage now?

If you do not apply for coverage within 60 days following the 1st day after date of hire, a late enrollment penalty applies. This means that if you file a claim for anything other than an accidental injury during the first 12 months after your coverage becomes effective, STD benefits will become payable after you have been continuously disabled for 60 days and remain disabled.

When am I considered disabled?

During the benefit waiting period and to the end of the maximum benefit period, you are considered disabled if, as a result of physical disease, injury, pregnancy or mental disorder:

- You are unable to perform with reasonable continuity the material duties of your own occupation, and
- You suffer a loss of at least 20 percent of your indexed predisability earnings when working in your own occupation.

You are not disabled merely because your right to perform your own occupation is restricted, including a restriction or loss of license. You may work in another occupation while you are disabled from your own occupation, however, you will not be considered disabled when your work earnings from another occupation exceed 80 percent of your predisability earnings.

When do STD benefits become payable?

If you become disabled and your claim for STD benefits is approved by The Standard, STD benefits become payable after the benefit waiting period. This is a specified number of days during which you must remain continuously disabled. STD benefits are not payable during the benefit waiting period. The benefit waiting period is indicated below:

	Cause of Disability	Benefit Waiting Period
ł	Accidental injury	Option 1: 7 days
		Option 2: 30 days
F	Physical disease, pregnancy or mental disorder	Option 1: 7 days
		Option 2: 30 days

*If the late enrollment penalty applies, the benefit waiting period for disability caused by physical disease, pregnancy or mental disorder is 60 days during the first year you are insured under the Voluntary STD plan.

How much is the STD benefit amount?

Your weekly STD benefit is 60 percent of your insured predisability earnings reduced by deductible income. The plan minimum and maximum STD benefit amounts are indicated below.

Plan maximum weekly STD benefit	Plan minimum weekly STD benefit				
\$ 1,500	\$15				

How is the STD benefit amount calculated?

The STD benefit amount is determined by multiplying your insured predisability earnings by the specified benefit percentage. This amount is then reduced by other income you receive or are eligible to receive while STD benefits are payable. This other income is referred to as deductible income.

In the example below, the STD benefit amount is 60 percent of insured predisability earnings. If your weekly earnings (or predisability earnings) before becoming disabled were \$500 and you now receive a weekly state disability benefit of \$50, your weekly STD benefit would be calculated as follows:

Insured predisability earnings
STD benefit percentagex 60%
\$300
Less state disability income benefit
Amount of STD benefit\$250





What are predisability earnings?

Predisability earnings are your weekly rate of earnings from your employer and typically include:

- Salary
- · Shift differential pay
- Contributions you make through a salary reduction agreement with your employer to an IRC Section 401(k), 403(b), 408(k), 408(p) or 457 deferred compensation arrangement, or an executive nonqualified deferred compensation arrangement
- Amounts contributed to fringe benefits according to salary reduction agreements under an IRC Section 125 plan

Predisability earnings generally exclude bonuses, overtime pay, your employer's contribution to a deferred compensation arrangement or pension plan or any other extra compensation. They are based on your earnings in effect on the last full day of active work. Please contact your human resources representative for additional information regarding what is included in predisability earnings.

What is deductible income?

Deductible income is income you receive or are eligible to receive while STD benefits are payable. It is used to reduce the amount of your STD benefit. It includes, but is not limited to, the following:

- Amounts under any unemployment compensation law, state disability income benefit law or similar law
- Disability benefits from another group insurance policy (not including individual insurance)
- Disability or retirement benefits under your employer's retirement plan
- Earnings from work activity while you are disabled, plus the earnings you could receive, if you worked as much as you are able considering your disability
- Earnings or compensation included in your predisability earnings and which you receive or are eligible to receive while STD benefits are payable
- Amounts due from or on behalf of a third party because of your disability
- Any amount you receive by compromise, judgment, settlement or other method as a result of a claim for any of the above

What is the maximum benefit period?

If you become disabled, STD benefits may continue during disability up to 90 days. This is the maximum period for which STD benefits are payable for any one period of continuous disability. If you are eligible to receive benefits under any other disability plan, your STD benefits will end when the other disability benefits become payable, even if this occurs before the end of the maximum benefit period for the STD benefits.

When do STD benefits end?

STD benefits end automatically on the earliest of:

• The date you are no longer disabled

- The date your maximum benefit period ends
- · The date you die
- The date benefits become payable under any other disability plan under which you become insured through employment during a period of temporary recovery
- The date long term disability (LTD) benefits become payable to you under an LTD policy sponsored by your employer
- The date you fail to provide proof of continued disability and entitlement to benefits

What are some of the other features of this coverage?

This STD coverage has the following features:

- If premium payments are made with "after-tax" dollars, STD benefits are federally tax-free under current federal tax law.
- Sick leave pay is not deducted from STD benefits.
- If your employer makes an approved work-site modification that enables you to return to work while disabled, The Standard will reimburse your employer up to a pre-approved amount for some or all of the cost of the modification.
- If the group policy terminates, STD benefits will continue as long as you are eligible to receive them.

What exclusions apply to this coverage?

You are not covered for a disability caused or contributed to by any of the following:

- · Your involvement in any employment for wage or profit
- Your committing or attempting to commit an assault or felony, or your active participation in a violent disorder or riot
- · An intentionally self-inflicted injury, while sane or insane
- War or any act of war (declared or undeclared, and any substantial armed conflict between organized forces of a military nature)
- The loss of your professional or occupational license or certification

What limitations apply to this coverage?

STD benefits are not payable for any period when you are:

- Not under the ongoing care of a physician in the appropriate specialty as determined by The Standard
- Not participating in good faith in a plan, program or course of medical treatment or vocational training or education approved by The Standard, unless your disability prevents you from participating
- · Confined for any reason in a penal or correctional institution
- Able to work and earn at least 20 percent of your indexed predisability earnings in your own occupation, but you elect not to work





When does my Voluntary STD insurance coverage end?

The Voluntary STD insurance ends automatically on the earliest of the following:

- The date the last period ends for which you make a premium contribution
- The date your employment terminates
- The date the group policy terminates

indicated in the table below.

- The date you cease to be a member, however, insurance may continue for limited periods under certain circumstances as described in the group policy
- If applicable, the date your employer ceases to participate under the group policy

The bi-weekly premium rates for the group Voluntary STD coverage are

How much will the Voluntary STD coverage cost?

Bi-weekly premium rate per \$10.00 of Weekly Benefit **Employee age** Option 1 Option 2 7-7-90 Day Plan 30-30-90 Day Plan Age 29 and under \$0.380 \$0.170 Age 30 to 39 \$0.450 \$0.190 \$0.120 Age 40 to 49 \$0.350 Age 50 to 59 \$0.160 \$0.460 Age 60 to 69 \$0.770 \$0.270 Age 70 and above \$0.770 \$0.270

To calculate the bi-weekly payroll deduction for your Voluntary STD coverage, use the rates above and the formula below:

 Enter your predisability earnings, not to exceed \$2,500 on Line 1.....Line 1: \$______
 Multiply your weekly earnings on Line 1 by 0.60 and enter on Line 2....Line 2: \$______
 Select your rate from the rate table and enter on Line 3....Line 3: \$______
 Multiply Line 2 by the amount shown on Line 3....Line 4: \$______
 Divide the amount entered on Line 4 by 10 and enter on Line 5....Line 5: \$______

The amount shown on Line 5 is your estimated bi-weekly payroll deduction. Premiums for the Voluntary STD coverage will be deducted directly from your paycheck. If you have questions regarding how to determine your predisability earnings, please contact your human resources representative.

How do I apply for Voluntary STD insurance coverage?

Enrolling takes just a few minutes. You may apply online at **https://standard.benselect.com/stateofutah**. You can apply at any time, but remember if you apply more than 60 days following the 1st day after date of hire, the late enrollment penalty applies. For technical assitance using the online enrollment system for Voluntary Short Term disability, please email enrollmentsystemsteam@standard.com.

Can I cancel my Voluntary STD coverage at any time?

You may elect to discontinue your participation in this plan and it will become effective the following July of each year. You can cancel your coverage online during your annual enrollment period, at https://standard.benselect.com/stateofutah.

What if I have additional questions?

If you have any additional questions, please contact your human resources representative.

STATE OF UTAH

First Time User Guide for Online Benefits Enrollment

Th	eStandard [•]				
	Benefits Enrollment Log in with your user name (usually your employee identification number or Social Security Number) and your personal identification number (PIN). If you were provided with alternate instructions, use those to log in. If you need help, contact your human resources department.				
	Is this your first time here? User name	MARK	XF		
X ()	PIN Forgot your PIN?		Ê		
100	Unauthorized access is prohibited. Please review the Consent to Electronic Transactions & Enroll Electronically before entering your uses D and Personal Identification Number. By entering your user D and Personal Identification Number, you are agreeing to enroll electronically and the terms of the Consent to Electronic Transactions & Enroll Electronically.	and the second s			
	For Your Review : Security Information Privacy Policy	PAT	-14		
	Administrators may log in to the Administrative site.				

Open the online portal site at:

https://standard.benselect.com/stateofutah

- Your login ID is your employee ID. You do not need to enter your SSN.
- Your PIN is your date of birth.
- Example, if your date of birth is Jan 1, 1990, your PIN would be 01011990.

For technical assistance, please email our enrollment team at: enrollmentsystemsteam@standard.com



Introduction & Information Screens

you will view several information screens about enrollment and use of the portal.

- Following these introductory screens, you will begin your enrollment process by viewing and entering your election.
- You may logout and re-enter the portal system at any time to continue the process or modify your enrollments. Any changes or elections you make will be saved each time you logout.

С

Name:	Walter		Test		
	First	MI	Last	Suffix	
Date of Birth:	01/01/1980	Ē			
Gender:	Male Female				
ontact Info					
Address:	USA	∇			
	Country				
	123 Main St				
	Street				
	Street (cont.)				
	SLK		UT 👻	14564-5641	
	City		State	Zip	

Personal Info Screen

Please verify that the State of Utah • has your personal and contact information correct. If any information is not correct, please contact your Human Resources Coordinator.

Voluntary Short Term Disability



This coverage replaces a portion of your income when you can't work because of a qualifying disability. Even if you're healthy now, it's important to protect yourself and the people who count on your income. This insurance can help you pay the bills when you're unable to work

Below are the coverage choices available to you.

- · The benefit amount shown is based upon estimated pre-disability earnings as of the date of your enrollment and is before
- The veneric amount sources to based upon estimated pre-usability earlings as of the ball of year any Deductible Income and subject to change.
 For more information and important details, read your <u>benefit summary</u>.
 To enroll or continue coverage, choose the option that represents your election and continue.
 - 7 Day Benefit Waiting Period 30 Day Benefit Waiting Period

Name		Date o	f Birth Ho	me Phone	Work Phone		Address		
Valter Test		01/01/1	980				123 Main St		
Employee ID	Hire/Elig Date	Gende	r E-I	ail Address			SLK, UT 145645641		
23456	02/01/2017		M wall	ar.baker@standard.co	n				
Location		Department				Reason for	Completing For	m	
Dept of Human Services			200						
			Title	Title					
100			HR Analyst						
Benefit Plan		Coverage	overage Effective Date	Total Approved	Deduction	Total Pending Coverage Amount		Employee Cost per Benefit Deduction	
Benefit Plan		Tier*		Benefit Amount		Benefit	Cost	Pre-tax	After-tax
/oluntary Short Term D	Nsability	EO	02/01/201	\$ 604.04	26			\$ 0.00	\$ 28.44
EO = Employee Only S	0 = Spouse Only CO = Child	(ren) Only FA	- Family ES - E	splovee/Spouse I EC = Emp	ovee/Child(ren) SC =	Spouse Childle	n) Total:	\$ 0.00	\$ 28.44

Page 1

Download Form

t this electronic signature shall be Electronic Signature: By clicking the button marked "I agree," I acknowledge that I a enforceable under the applicable state or federal law and is equivalent to a manual s



Benefit Election Screens

\$0.00

\$000

- Choose your benefit elections by selecting either Option 1 - 7 day benefit waiting period or Option-2 30 day benefit waiting period.
- Your Benefit Amount will be • automatically calculated based on the salary that is provided by the State of Utah.
- Your cost per bi-weekly deduction • will automatically be calculated based on your age.

Review & Sign Form

- Once you are prompted to this screen, please be sure to click "I AGREE" button to complete your enrollment.
- You may print or save these forms as a • permanent record of your benefits enrollment once you click "I AGREE".



For more than 100 years we have been dedicated to our core purpose: to help people achieve financial security so they can confidently pursue their dreams. We have earned a national reputation for quality products and superior service by always striving to do what is right for our customers.

Headquartered in Portland, Oregon, The Standard is a nationally recognized provider of group Disability, Life, Dental and Vision insurance. We provide insurance to nearly 26,000 groups covering more than 8.5 million employees nationwide.* Our first group policy, written in 1951 and still in force today, stands as a testament to our commitment to building long-term relationships.

To learn more about The Standard, visit us at **www.standard.com**. For more information about group Voluntary STD insurance from The Standard, contact your human resources department.

As of January 31, 2010, based on internal data developed by Standard Insurance Company.

Standard Insurance Company 1100 SW Sixth Avenue Portland OR 97204

www.standard.com

GP399-STD, GP899-STD, GP309-STD, GP209-STD, GP399-STD/ASSOC, GP399-STD/TRUST