

# Alternate Benefit Program (ABP) Retirement Workshop



**MONTCLAIR**  
STATE UNIVERSITY



# Agenda

- Steps to Retirement
- Active Health Benefits
- Health Benefits Upon Retirement
- Conversion of Life Insurance
- Additional Information
  - Employment After Retirement
  - Pay Time Off
  - Donated Leave Time
- Final Checklist





# Steps to Retirement



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## 4 - 6 MONTHS BEFORE RETIREMENT:

- Determine last working day
  - Retirement date must be the first of the month subsequent to the last day worked
  - Contact the New Jersey Division of Pensions and Benefits for a service pension credit audit by emailing or calling:
    - [pensions.nj@treas.nj.gov](mailto:pensions.nj@treas.nj.gov)
    - 609-292-7524

## 3 MONTHS BEFORE RETIREMENT:

- Notify your department in writing of your intent to retire
- Request information about payout options from your investment carrier
  - Minimum distribution of \$1,000 required
- For 65 and over start the Medicare enrollment process through the [Social Security Online Services](#)

## 1-2 MONTHS BEFORE RETIREMENT:

- Send completed [application](#) and [Withdrawal Request Acknowledgement Receipt](#) to HR Benefits at [hr-benefits@montclair.edu](mailto:hr-benefits@montclair.edu)

# NJDPB State Authorized Investment Carriers

## **Empower (formerly Prudential)**

Lily Lau 732-236-6782

[lily.lau@empower.com](mailto:lily.lau@empower.com)

## **VOYA**

Frank Booth

860-573-5673

[frank.booth@voyafa.com](mailto:frank.booth@voyafa.com)

[m](mailto:frank.booth@voyafa.com)

## **TIAA**

Nancy Vandergoot

973-422-3731

[Nancy.Vandergoot@tiaa.org](mailto:Nancy.Vandergoot@tiaa.org)

Joseph Del Grande

201-498-8306

[Joe.Delgrande@tiaa.org](mailto:Joe.Delgrande@tiaa.org)

## **Empower (formerly MassMutual)**

Ira Goldberg 848-248-4353

[igoldberg@gittermanwealth.com](mailto:igoldberg@gittermanwealth.com)

## **MetLife**

David Sharpe 973-575-3254

[dsharpe@financialguide.com](mailto:dsharpe@financialguide.com)

Elise Ornstein 908-487-4846,

[elise.ornstein@metlife.com](mailto:elise.ornstein@metlife.com)

## **VALIC**

Nazma Begum 201-273-8017

[Nazma.Begum@corebridgefinancial.com](mailto:Nazma.Begum@corebridgefinancial.com)

## **AXA Equitable**

David Lynch 732-585-2451

[david.lynch@axa-advisors.com](mailto:david.lynch@axa-advisors.com)



# Active Health Benefits





Your current health benefits will remain in effect through the end of the month of your retirement date

- Retirement Date: June 1st
- Health Benefits End Date: June 30th
- Retiree Health Benefits Start Date: July 1st





# Flexible Spending Accounts (FSA)

- Use-it-or-lose-it, pre-tax plan to pay for qualified out of pocket medical, dental, orthodontist, vision and prescription expenses
- Be sure to estimate how much you should set aside because any unused portion will not be refunded to you
- You will only be able to use the funds from the time you were an active employee
- Administered by Horizon Blue Cross Blue Shield of New Jersey





# Health Benefits Upon Retirement





# Employees Who Attained Less than 25 years of Service

- Option to enroll in Retired Status State Health Benefits Insurance plans
  - Required to pay full group rate, available on State websites:
    - [2024 Full Cost Rate Chart – Including Prescription](#)
    - [2024 Full Cost Rate Chart – Excluding Prescription](#)
  - Do not qualify for reimbursement of Medicare Part B premium
- Plan comparison, cost and information can be found on the State [website](#).



# Employees Who Attained 25 or more Service Years

- Health benefits include medical and prescription drug coverage

## On or Before July 1, 1997

- No costs required for all [Retired Group State Health Benefits](#)
- Full reimbursement for standard cost of Medicare Part B premium (per eligible covered individual) provided by the State.
- Health benefits include medical and prescription coverage

## On or Before June 30, 2007

- See list of plans within the [Retired Group State Health Benefits](#)
- The estimated cost can be found within [State Retired Group Rates.](#)

## On or Before June 27, 2011

- See list of plans within the [Retired Group State Health Benefits](#)
- The estimated cost can be found within [State Retired Group Rates.](#)



# Medicare Upon Retirement



## Medicare

Original Medicare	Medicare Advantage (aka Part C)
Part A (Hospital Insurance) Part B (Medical Insurance)	Part A (Hospital Insurance) Part B (Medical Insurance)
<b>You can add:</b> Part D (Prescription Drug Plan)	<b>Most plans include:</b> Part D (Prescription Drug Plan) Extra Benefits (e.g. vision, hearing, dental, and more)
<b>You can also add:</b> Supplemental insurance coverage (Medigap)	<b>Some plans also include:</b> Lower out-of-pocket costs

[Medicare.gov](https://www.Medicare.gov)

- If you or your spouse are over the age of 65, you must apply to Medicare Part A and B
- Once your notice of retirement is sent to HR Benefits, we will complete your Medicare application for you to send to the Social Security Office
- Medicare will mail Medicare Part A and Part B card directly to you.

# Calculating Medical Benefits

HH-1016-1117



State of New Jersey • Department of the Treasury  
**DIVISION OF PENSIONS & BENEFITS — HEALTH BENEFITS**  
 P.O. Box 295, Trenton, NJ 08625-0295  
**HEALTH BENEFITS CONTRIBUTION —  
 PERCENTAGE OF PREMIUM FOR RETIREES**

*Note: You must use the rate charts for retirees who pay the full cost of their coverage to first determine the full cost premium for the plan and coverage level you select. Then, use this chart to determine the percentage of the full cost for which you will be responsible.*

Annual Retirement Allowance Range	Single	Member/Spouse/Partner or Parent/Child	Family
Less than \$20,000	4.5%		
Less than \$25,000		3.5%	3%
\$20,000 - \$24,999.99	5.5%		
\$25,000 - \$29,999.99	7.5%	4.5%	4%
\$30,000 - \$34,999.99	10%	6%	5%
\$35,000 - \$39,999.99	11%	7%	6%
\$40,000 - \$44,999.99	12%	8%	7%
\$45,000 - \$49,999.99	14%	10%	9%
\$50,000 - \$54,999.99	20%	15%	12%



# Benefitsolver Dashboard

Explore the site for helpful information

Quick Links

The screenshot shows the mynjbenefitshub dashboard. At the top, there is a navigation bar with links for Home, Message Center, Help, and Reference Center. Below this is a secondary navigation bar with My Benefits, Flu + COVID Vaccination Information, and Contacts. A prominent yellow banner at the top center reads "IMPORTANT Flu Shot and COVID-19 Vaccination Information!". Below the banner is a "WELCOME TO mynjbenefitshub" section with a photo of a group of people. To the right of the welcome message is the NJDPB Pensions & Benefits logo. A personalized message follows: "Dayne, welcome to the State of New Jersey Division of Pensions & Benefits My New Jersey Benefits Hub. We are excited to present you with online tools and information so that you can get the most out of your benefits." Below this is a "Quick Links" grid with eight tiles: Benefit Guide, Change My Benefits, Wellness Rewards, Find a Provider, Contacts, Additional Benefits, Change My Address or Email, and Plan Details. To the right of the quick links is an "Important Reminders" section with a red notification icon and the text "Action Required". Below this is a "Review my current coverage" section with a "Benefit Summary" link. Further down is a "Summary of Benefits and Coverage" section with a "Medical" link. At the bottom right, there is a "Chat with Sofia" button with a user profile picture and the text "Hi, I'm Sofia". At the bottom left, there is a "Meet Sofia" section and a "Get your benefits on the go!" section with a mobile app icon. At the bottom center, there is a "Fact Sheets Online" link.

Find plan details in the Reference Center

Review your current coverage

Chat with Sofia<sup>SM</sup>

# Medicare Part A & B Enrollment

**MEDICARE HEALTH INSURANCE**

1-800-MEDICARE (1-800-633-4227)

NAME OF BENEFICIARY  
**JANE DOE**

MEDICARE CLAIM NUMBER  
**000-00-0000-A**

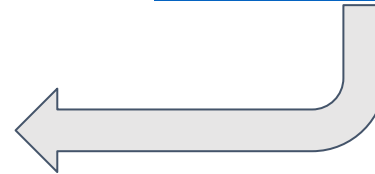
SEX  
**FEMALE**

IS ENTITLED TO  
**HOSPITAL MEDICAL** (PART A) (PART B)

EFFECTIVE DATE  
**07-01-1986** **07-01-1986**

SIGN HERE → *Jane Doe*

- Medicare will mail Medicare Part A and Part B card directly to you.
- The State will confirm your enrollment into Medicare and will contact the Center for Medicare/Medicaid Services directly.
- Medicare card will need to be uploaded to [Benefitsolver](#).





# Medicare Part D-OptumRX

- Medicare eligible retirees may also be eligible for Medicare Part D prescription coverage.
- Enrollment in an alternative Medicare Part D Plan will result in the loss of prescription drug benefits associated with State Health Benefits. However, your medical benefits will remain unchanged.
- If you are enrolled in a different Medicare Part D plan you will have the option to waive the OptumRx Medicare Part D plan.
- If you would like to re-enroll in the OptumRx Medicare Part D Plan, you must provide proof of your termination from the other Medicare Part D Plan.
  - You will have 60 days from the date of loss coverage to submit to your letter to [my.njbenefitshub.nj.gov](https://my.njbenefitshub.nj.gov)

# Enrolling in Retired Group State Health Benefits

- Retirees will receive a letter offering from Benefitsolver, indicating whether or not you will be auto-enrolled into the retiree health benefits
- If you are not eligible for auto-enrollment or would like to make changes to your plans you will need to log into [Benefitsolver](#)

## Medicare Eligible (65 or older)

- If you are eligible to be auto-enrolled you will be enrolled in the default carrier  
**Aetna Medicare Advantage**
- You will be required to upload your Medicare card in Benefitsolver.

## Not Medicare Eligible (under 65)

- If you were enrolled under the SHBP as an active employee you will be auto-enrolled in the corresponding retiree equivalent plan





# Dental Benefits

- Retirees are responsible for the full costs of the dental premiums
- Dental Plan Options:
  - Dental Expense Plan
  - Dental Plan Organization
    - Aetna DMO
    - Cigna
    - Dental Choice
    - MetLife
- Plan comparison and rates can be found on the State [website](#)



# Conversion of Life Insurance





# Conversion of Life Insurance

- If you are over the age of 60 and have participated in ABP for 10 years or more, your life insurance reduces to 50% of your annual salary.
- One time option to convert to an individual policy through Prudential
  - Must be done no later than the end of employment.
  - Cannot be denied life insurance for health reasons
  - [Group Life Insurance Calculator](#)
  - Contact Prudential at 1-855-364-7783
  - Group Life Insurance Number: G-14800





# Additional Information







# Employment After Retirement

- “Bona Fide Severance of Employment” requires a complete termination of employment for at least 180 days from the date of retirement



# Paid Time Off

- Eligible staff employees receive half of their unused and accrued sick day balance up to \$15,000
  - Faculty are NOT eligible for sick/vacation payout
  - All applicable taxes will be deducted
  - Allow 4-6 weeks processing time upon retirement
- For additional information regarding sick and vacation payout please contact the payroll department at [payroll@montclair.edu](mailto:payroll@montclair.edu)





# Donated Leave Program

- The Donation Leave Program for employees allows employees with accrued paid time off to donate their accrued time to co-workers experiencing life-threatening or catastrophic illnesses or to those who must care for a family member
- The application can be found on our [website](#).







# Additional Retirement Resources

- For more information on a smooth transition from active employment to retirement, please visit our website:

<https://www.montclair.edu/human-resources/benefits/preparing-for-retirement/>



# Final Checklist

- ❑ Request your pension service credit letter through the New Jersey Division of Pension and Benefits (optional)
  - Phone: **609-292-7524**
  - Email: **pensions.nj@treas.nj.gov**
  - Mail: **P.O.Box 295, Trenton, NJ 08625-0295**
- ❑ Submit written intent to retire notice to your department. Retirement must be the first of the month
- ❑ Submit required retirement forms to [hr-benefits@montclair.edu](mailto:hr-benefits@montclair.edu) within 60 days of your retirement date
  - [ABP Retirement Application](#)
  - [ABP Withdrawal Request Acknowledgment Form](#)
- ❑ Contact your financial advisor to withdraw your \$1,000 distribution
- ❑ Request [Medicare Part B Form](#) from HR/Benefits (if applicable)
  - Submit Medicare Part B form to Social Security
  - Once you receive your Medicare cards, they will need to be uploaded to Benefitsolver
- ❑ On your retirement date log into [Benefitsolver](#) to view/enroll in your retiree health benefits
  - You can view the State [website](#) for additional information on enrolling through Benefitsolver

**Note: If you log into Benefitsolver prior to your retirement date, you will see your active benefits which cannot change until after you retire**



# Questions?

Benefits Team Email: [hr-benefits@montclair.edu](mailto:hr-benefits@montclair.edu)  
Benefits Phone Number: 973-655-7736

