

HR UPDATE

FEBRUARY 2009

SPECIAL POINTS
OF INTEREST:

- Blue Points from Blue Cross & Blue Shield of NC
- Family Medical Leave Act Changes
- Student Worker Information
- Benefits of Direct Deposit
- Generic RX Update
- Americans with Disabilities Amendments Act
- Lunch & Learn Programs
- Comings and Goings
- Community Perks

Meredith
College
Inclement
Weather Line
(919)
832-8878

Earn Prizes for taking an active role in your health

Sign up for Blue Points with Blue Cross Blue Shield of North Carolina.

Be Active

Physical activity and lifestyle changes can greatly reduce the risk of cancer, heart disease, diabetes and other health conditions. Blue Cross Blue Shield has created Blue Points, a physical activity and wellness incentive program available exclusively for members. The Blue Points program gives you an easy way to track your physical activities and participation in wellness activities; plus rewards you with great prizes.

Earn Points

Just 30 minutes a day of physical activity of participation in wellness activities earns you prizes like electronics, sports equipment, clothing and more. Participants in Blue

Points can record only 10 points for either 30 minutes of physical activity or for completing a specific wellness activity, but not for both on the same day.

Work in the yard, play golf, walk the dog. Just keep moving! Points can be earned by participating in specific Online Healthy Living Programs and completing wellness activities like understanding your healthy cholesterol and Body Mass Index (BMI) levels.

Get Free Prizes. Earn 250 points and select a prize from the first Blue Points prize level. There are four levels in all-B, L, U and E-each with great prize options. And, there are also special prizes for kids age 6-12 through the Blue Points for Kids program.

For more information on the Blue Points and Blue Points for Kids, call Blue Cross Blue Shield toll free at 1-888-705-7050 or visit www.bcbsnc.com

Get active your way ...

build physical activity
into your daily life...

at home
at school
at work
at play
on the way



.... that's active living!

Blue Points for Kids
Blue Points for Kids works just like Blue Points. 30 minutes of physical activity a day earns kids ages 6-12 points toward their own set of special prizes. Now everyone in your home can get in on the fun and get healthy!

BENEFITS



On Monday, November 17, 2008, the Department of Labor (DOL) published its final rule to implement amendments to the Family and Medical Leave Act (FMLA). These changes became effective **January 16, 2009**. The regulations change the FMLA in the following key areas:

Serious Health Condition:

- Definitions of serious health conditions
- The new regulations define “periodic visits” for chronic serious health conditions as at least two visits to a health care provider per year.

Light Duty:

- Time spent performing “light duty” work does not count against an employee’s FMLA leave entitlement.

Substitution of Paid Leave:

- Under the new regulations, all forms of paid leave offered by an employer will be treated the same, regardless of the type of leave substituted. An employee using paid leave concurrently with FMLA leave must follow the same rules of the employer’s policy that apply to other employees for the use of such leave

Perfect Attendance Awards:

- Employers will now be allowed to deny a “perfect attendance” award to an employee who does not have perfect attendance because of taking FMLA leave, as long as it treats employees taking non-FMLA leave identically.

Employee Notice:

- The new regulations provide that an employee needing FMLA leave must follow the employer’s usual and customary call-in procedures for reporting an absence, absent unusual circumstances.

Medical Certification Process:

- During the medical certification process, the employer will be permitted to speak directly to the employee’s health care provider, so long as the employer’s contact person is a health care provider, human resource professional, a leave administrator, or a management official. It can never be the employee’s direct supervisor.

Under the guidelines of FMLA, Meredith College provides up to 12 weeks of job-protected leave to eligible employees for:

*Incapacity due to pregnancy, prenatal medical care or child birth;

*Care for the employee's spouse, son or daughter, or parent who has a serious health condition; or

*A serious health condition that makes the employee unable to perform the employee's job.

Beginning in 2009, eligible employees with a spouse, son, daughter or parent on active duty or called to active duty status in the National Guard or Reserves may use their 12 week leave entitlement to address qualifying exigencies which may include attending certain military events, arranging for alternative childcare, addressing certain financial and legal arrangements and attending post-deployment reintegration briefings.

FMLA has also added a special leave entitlement that permits eligible employees to take up to 26 weeks of leave to care for a member of the Armed Forces, National Guard or Reserves who has a serious injury or illness incurred in the line of duty.

The information above is a summary of some of the changes to the FMLA, more detailed information will be posted on the Meredith Human Resource website.

PAYROLL

*The talent of
success is nothing
more than doing
what you can do,
well.
Henry W.
Longfellow*



Attn: Student Worker Supervisors Direct Deposit is available for Students

Students working on campus may sign up to have their paychecks directly deposited into their accounts. All students must complete a direct deposit form which can be obtained from the Human Resources office, 119 Park. Students must provide a voided check or a letter from their bank.

Student Worker Contract Process

- Student contracts are obtained from Sandra Rhyne, Financial Assistance Office, 3rd Floor Johnson Hall.
- Contracts are then signed by supervisor and students and brought to the Human Resources Office, 119 Park Center.
- Students must complete all tax paperwork and I-9 form at Human Resources before beginning employment on campus. Documents that can be used to meet the identification requirements are listed on the HR website. Meredith College can be fined if student workers begin work on campus before completing the required paperwork. We rely on supervisors to ensure we are in compliance with this law. After Human Resources has signed the contract. The student must take the contract back to the supervisor and then to Financial Aid.

Please note :

Student checks may be picked up in the Accounting office.

2009 Payroll Schedules are available on our website :

<http://www.meredith.edu/humres/payrollpage.htm>

The Benefits of Direct Deposit

MYTH: If I sign up for Direct Deposit, I am giving Meredith College full access to my account.

FACT: We cannot see your account balance or any other account details. If an error is made and too much money is credited to your account, Meredith College can only request to debit your account for the amount that was deposited. We do not have full access to your bank account.

MYTH: With Direct Deposit, I'll miss getting out and visiting my local bank to cash my check.

FACT: You can continue to go to the bank as often as you wish. Instead of hurrying to the bank to cash your check, you can go to the bank at your convenience to withdraw the money that has been safely deposited into your account.

MYTH: Receiving paychecks in the form of a check gives you more control over your money because you can deliver it to your financial institution when it's convenient for you.

FACT: You have more control with direct deposit. Your money goes straight into your account at the same time every payday, so your check doesn't rule your schedule. It also eliminates the risk of lost or stolen checks and helps protect you from check fraud and identity theft. Plus you don't have to worry about your check if you are out of town—it'll be safely deposited & available for you.

MYTH: Switching to direct deposit is time-consuming and a hassle.

FACT: Enrolling is fast and easy. It is as simple as filling out a form in the Office of Human Resources (119 Park Center) and attaching a voided check. If you do not have checks with your account, you may obtain a letter from your bank with all of the account information.

MYTH: Direct deposit doesn't really save time because the check still has to be mailed to the bank.

FACT: With direct deposit your federal benefit payment is electronically transferred to your bank account. The payment process is completely paperless.

MYTH: Direct Deposit is expensive

FACT: There are no fees associated with signing up for direct deposit.

MYTH: Direct Deposits can be lost or stolen.

FACT: The direct deposit system creates records of transactions so payments can be traced, and that means problems—although very rare—are quickly fixed.

What a great way to go green—sign up for direct deposit and go paperless! Your stubs (pay advices) are available online anytime via Web Advisor.



BSBSNC OFFERS FREE GENERIC RX THROUGH June 30, 2009

Blue Cross and Blue Shield of North Carolina (BCBSNC) is implementing a program to lower prescription drug costs. **Between January 1 and June 30, 2009, BCBSNC will waive copayments and coinsurance on all covered generic drugs I (Formulary Tier I).** The waiver will be applied automatically when members present their BCBSNC ID card at a participating pharmacy, along with a prescription for a covered generic drug. All covered generic prescriptions, including new prescriptions and refills, are included in the program.

Americans with Disabilities Amendments Act (ADAAA)

Effective January 1, 2009 Americans with Disabilities Act (ADA) is now referred to as Americans with Disabilities Amendments Act (ADAAA)

The ADA has defined a disability as a physical or mental impairment that "substantially limits" a major life activity - in other words, can a person take care of herself without some kind of aid. The ADAAA expands the definition of major life activities to include eating, sleeping, walking, standing, lifting, bending, reading, concentrating, thinking, and communicating as well as bodily functions listed in the original Act.

More detailed information will be posted on the Meredith Human Resource website.

Lunch & Learn Programs

Feb 6th, 12:00-1:30: Brian Simpson,
Social Security Administration

Anyone who is thinking of retiring in the next year is encouraged to attend to learn about social security benefits and Medicare.

Feb. 20th: John Anderson, The S.A. Group, ID
Theft Education and Protection

Education on identity theft. Not only do we have to be concerned about giving out our social security numbers, or using the ATM, we need to be aware of many more avenues for exposure.

The location for both Lunch & Learn Sessions is Dogwood A & B (Belk Dining Hall). Pack your lunch or bring something from Belk Dining Hall. Please RSVP for both sessions either to plockim@meredith.edu or 760-8898.





**"Choose a job you love, and you will never
have to
work a day in your life."
- Confucius**

Questions or comments?

Please feel free to contact us at ext. 8898,
via e-mail or visit us at 119 Park

Pamela Davis-Director: davispa@meredith.edu

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Maripat Plocki-Benefits: plockim@meredith.edu

Kay Miller-Payroll: millerk@meredith.edu

Susan Hyslip-Administrative Assistant: hyslipsu@meredith.edu



We welcome the following staff:

- * Darrell Howard: HVAC Tech II/Facilities Services
- * Elizabeth Stewart: Administrative Assistant/School of Humanities and Social Sciences
- * Le'Quan Walsh: Groundskeeper/Facilities Services
- * Lauren King: Operations Manager/Office of the Registrar
- * Donald Williams: Security Officer/Campus Police

We bid farewell to the following staff:

- * Jerry Rhodes: HVAC Tech III/Facilities Services

Community Perks Program

Are you aware of our Community Perks program? Many of the merchants around us extend special offers and discounted prices to the employees of Meredith College. To take advantage of these offers, identify yourself as a Meredith employee. You may also be required to show your Meredith CamCard. Visit our website <http://www.meredith.edu/humres/CommunityPerksI.htm> to discover the area business who participate in this program and start saving today!