

**ARCHDIOCESE OF LOUISVILLE**  
**Basic Benefit Information for all Departing Employees**  
**or Employees No longer Eligible for Benefits**

For complete details refer to the Archdiocese of Louisville Employee Benefits Program and Summary Plan Description booklet (SPD). You may obtain a copy from your local bookkeeper. All benefits end on the last day of the month of your last day worked or the last day of your contract for school contract employees.

**Medical Insurance**

Your Humana medical insurance coverage ends on the last day of the month of last day worked. If you are eligible, you may be able to continue coverage under the Archdiocese of Louisville plan under COBRA provisions. COBRA information regarding continued coverage will be mailed from WageWorks. Please respond to that mailing once you receive it.

If you have ten years of continuous employment with the Archdiocese, are 55 years of age or older and have carried medical insurance for at least three years, you can elect to go into the Early Retiree Group (Page 16 of the SPD) until age 65. Humana will invoice you at the group rate. You may also want to check out your options on [www.kynect.ky.gov](http://www.kynect.ky.gov)

**Dental Insurance**

Coverage ends on the last day of the month of last day worked. You will receive information from WageWorks concerning your COBRA rights (Pages 13 - 16 of SPD).

**Vision Insurance**

Coverage ends on the last day of the month of last day worked. You will receive information from WageWorks concerning your COBRA rights (Pages 13 – 16 SPD).

**Flexible Spending Accounts**

You will have 60 days from the end of month when you ended your employment in which to submit claims with AIM. Expenses must have been incurred while you were still actively employed (Page 7 - 10 of SPD).

**Life Insurance provided by the Archdiocese of Louisville CSA Funds**

You may be eligible to continue your life insurance coverage under the portability or conversion provisions of the plan. An employee who wants to continue current life insurance coverage after termination must contact Reliance Standard within 15 days after benefits end. You can contact Reliance Standard Life Insurance at 1-800-351-7500 or 1-800-644-1103 for additional information. You will need to refer to the Policy for The Roman Catholic Bishop of Louisville, Policy No. GL 149201.

**Retirement Plan**

If the loss of your position is due to reduction in workforce and you are an eligible participant but currently not 100% vested in the 401k, this action will move you to 100% vested.

If you need information on your retirement plan, you can contact the Personnel Office at 585-3291 or Fifth Third at 866-258-4777.

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**PORTABILTY FOR SUPPLEMENTAL LIFE INSURANCE:**

If your coverage terminates because you terminate employment prior to the time the policy terminates, you retire, or your dependent reaches the maximum age you may elect to continue the coverage in effect prior to ceasing to be eligible, up \$200,000, whichever is less. Dependent coverage may be ported independent of your coverage. To be eligible to have coverage ported, you must have been covered for at least 12 months, not approved for Waiver of Premium, terminated under Waiver of Premium for age and portability must be elected within (31) days from the date coverage terminates. The contact number for RSLI's Customer Service area to request porting coverage is 1-800-351-7500.

Provided premium payments are made, ported insurance will terminate on the first of the following to occur:

1. The date you are covered under another group plan
2. The date you reach age 65

Premiums for this coverage will be based on the rates charged for ported coverage and billed directly to you on a quarterly basis.