



SIMON FRASER UNIVERSITY
Policies and Procedures

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Group Benefit Plans

(Applies to administrative and professional staff only.)

2. General Policy Statement

Simon Fraser University will provide a level of insured benefits to its employees which is fair,

4.02 The immediate Supervisor is responsible for:

Providing an opportunity for employees to attend a benefits orientation.

4.03 The employee is responsible for:

- a. Providing input into the selection of benefi

5.04 An employee may apply or re-apply for health insurance coverage when the employee acquires new dependents, when a spouse or partner loses coverage under his/her plan, or when an employee no longer belongs to a spousal or partner's plan, provided that such application or re-application is made within sixty (60) days of the event causing the application or re-application.

6. Income Replacement Plans

6.01 Long Term Disability

- a. The benefit - to provide a partial continuation of income in the event an insured employee is totally disabled for an extended period of time. Provides 70% of basic regular monthly earnings. Benefits are payable from the carrier after a waiting period of twenty-six (26) weeks.
- b. Eligibility - Continuing employees who work more than twenty-eight (28) hours biweekly.
- c. Participation - Is a condition of employment. Coverage becomes effective from the first day of active employment following the date of appointment.
- d. Cost - of this plan is paid 100% by the University. Benefits received are taxable.
- e. Where a long term disability claim is established, the University will maintain the premiums and will pay both the employee and employer portion for the duration of the long term disability claim for the following:
 - Medical Services Plan of B.C.
 - Extended Health Plan
 - Dental Plan
 - Basic Life Insurance
 - Basic Accidental Death & Dismemberment
 - Long Term Disability
 - Pension Plan
- f. An employee who is receiving benefits under the long term disability claim will not

d.

- d. Coverage/Cost
 - i. The basic coverage provided by the University is \$10,000. The cost of the basic plan is paid for by the University.
 - ii. Additional amounts from \$10,000 to \$200,000 are available for the employee and/or family. Additional units are paid through payroll deduction.

6.04 Optional Life Insurance

- a. The Benefit -- To provide a lump sum benefit to the beneficiary. The employee chooses from a schedule of benefits available. An employee's spouse is eligible to apply for coverage in accordance with the plan document.
- b.

7.02 Voluntary Contributions

- a. The Plan - is an employee contributory money-purchase pension plan. Each employee's account will be credited with investment earnings at the net rate earned on the trust fund.
- b. Eligibility - continuing full-time and eligible part-time members are eligible to make contributions to this plan.
- c. Participation - commencement and terminatio