



This plan highlight is a summary provided to help you understand your insurance coverage from Unum.

Please refer to your certificate booklet for your complete plan description. If the terms of this plan highlight summary or your certificate differ from your policy, the policy will govern.

Your Plan

Eligibility

All permanent employees of the University System of Maryland (and contractual employees whose contract allow this benefit) employed at least 50% of full-time status in active employment

Guarantee Issue

You may apply for coverage without answering any medical questions or providing evidence of insurability if you apply for coverage within 60 days after your eligibility date. If you apply more than 60 days after your eligibility date, your coverage will be medically underwritten, and you will be required to qualify based on information you provide regarding your health history.

Benefit Amount

Monthly LTD Benefit:

- 60% of your monthly earnings
- To a maximum of \$10,000

Monthly Disability Plus Benefit:

- 20% of your basic monthly earnings
- To a maximum of \$5,000.

Note: Your LTD Benefits may be reduced by the amount of other income replacement benefits you receive. Your Disability Plus benefit will not be reduced.

Definition of Disability

Basic LTD Definition:

You are disabled when Unum determines that:

- you are limited from performing the material and substantial duties of your regular occupation due to your sickness or injury; and
- you have a 20% or more loss in your indexed monthly earnings due to the same sickness or injury.

After 60 months of payments, you are disabled when Unum determines that due to the same sickness or injury, you are unable to perform the duties of any gainful occupation for which you are reasonably fitted by education, training or experience.

Disability Plus (Severe Disability) Definition:

You would be considered severely disabled and eligible for Disability Plus benefits if, due to sickness or injury:

- you have lost the ability to independently perform two of six Activities of Daily Living (ADLs) safely and completely without another person's assistance or verbal cueing, or
- you have a deterioration or loss of intellectual capacity and need another person's assistance or verbal cueing for your protection or the protection of others.

Note: You must be disabled under the Basic LTD definition and receiving Basic LTD benefits to be eligible for Disability Plus benefits.

Elimination Period

You can choose an elimination period of 90 or 365 consecutive days of disability.

The Elimination Period is the length of time of continuous disability which must be satisfied before you are eligible to receive benefits.

Benefit Duration

Age at Disability	Maximum Period of Payment
Less than age 62	To normal Social Security Retirement Age
Age 62	60 months
Age 63	48 months
Age 64	42 months
Age 65	36 months
Age 66	30 months
Age 67	24 months
Age 68	18 months
69 or older	12 months

Benefit Duration (continued)

Year of Birth	Social Security Normal Retirement Age
1937 or before	65 years
1938	65 years 2 months
1939	65 years 4 months
1940	65 years 6 months
1941	65 years 8 months
1942	65 years 10 months
1943-1954	66 years
1955	66 years 2 months
1956	66 years 4 months
1957	66 years 6 months
1958	66 years 8 months
1959	66 years 10 months
1960 and after	67 years

Federal Income Taxation

You may wonder if your disability benefit amount will be taxed. It depends on how your premium — the price of your coverage — is paid.

If your premium is paid with:

- **Pre-Tax Dollars**,* your benefit amount **will** be taxed
 - **Post-Tax Dollars**,** your benefit amount **will not** be taxed
 - **Pre-Tax and Post-Tax Dollars**, a portion of your benefit amount will be taxed
- The disability benefit amounts you receive will be reported annually on a W-2. It will show any taxable and non-taxable portions separately.

**Pre-Tax Dollars are dollars paid by your employer toward premium that are not reported as earnings on your annual W-2. They are also dollars you pay toward premium through a cafeteria plan.*

***Post-Tax Dollars are dollars paid through payroll deductions after taxes and withholdings have been subtracted from your earnings. They are also dollars paid by your employer toward premium that are reported as earnings on your annual W-2 and taxed accordingly.*

Additional Benefits

Rehabilitation and Return to Work Assistance

Unum has a vocational Rehabilitation and Return to Work Assistance program available to assist you in returning to work. We will make the final determination of your eligibility for participation in the program, and will provide you with a written Rehabilitation and Return to Work Assistance plan developed specifically for you.

Dependent Care Expense Benefit

If you are disabled and participating in Unum's Rehabilitation and Return to Work Assistance program, Unum will pay a Dependent Care Expense Benefit when you are disabled and you:

- are incurring expenses to provide care for a child under the age of 15;
- and/or start incurring expenses to provide care for a child age 15 or older or a family member who needs personal care assistance.

The payment will be \$350 per month per dependent, to a maximum of \$1,400 per

month for all dependent care expenses combined.

Waiver of Premium

You will not be required to pay LTD premiums as long as you are receiving LTD benefits.

**Work/Life Balance
Employee Assistance
Program**

Work-life balance is a comprehensive resource providing access to professional assistance for a wide range of personal and work-related issues. The service is available to you and your family members twenty-four hours a day, 365 days a year, and provides resources to help employees find solutions to everyday issues such as financing a car or selecting child care, as well as more serious problems such as alcohol or drug addiction, divorce, or relationship problems.

Services include: toll-free phone access to master's-level consultants, up to three face-to-face sessions to help with more serious issues; and online resources. There is no additional charge for utilizing the program. Participation is confidential and strictly voluntary, and employees do not have to have filed a disability claim or be receiving benefits to use the program.

However, if you become disabled and are receiving benefits, Unum's On Claim Support can provide additional resources including: coaching on how to communicate effectively with medical personnel, conducting consumer research for medical equipment and supplies, assessing emotional needs and locating counseling resources.

**Universal Access
Card**

The Universal Access card puts you in touch with some of Unum's support services that enhance your coverage and help you deal with concerns both in and out of the workplace.

**Worldwide
Emergency Travel
Assistance Services**

A 24-hour network of emergency medical and legal resources offers valuable protection for you and your family when traveling more than 100 miles from home. With just one call, you have access to a global network of highly qualified professionals trained to manage any travel emergency. (Note that spouses traveling on business are not eligible.)

Limitations/Exclusions/ Termination of Coverage

**Pre-existing Condition
Exclusion**

You have a pre-existing condition if:

- you received medical treatment, consultation, care or services including diagnostic measures, or took prescribed drugs or medicines in the 3 months just prior to your effective date of coverage; and
- the disability begins in the first 12 months after your effective date of coverage; unless you have been treatment-free from the pre-existing condition for 3 consecutive months after your effective date.

**Instances When Benefits
Would Not Be Paid**

Benefits would not be paid for disabilities caused by, contributed to by, or resulting from:

- intentionally self-inflicted injuries.
- active participation in a riot.
- loss of professional license, occupational license or certification.
- attempt to commit or commission of a crime under state or federal law.
- commission of a crime for which you have been convicted under state or federal law.
- pre-existing conditions (see definition).
- war, declared or undeclared, or any act of war.

Unum will not pay a benefit for any period of disability during which you are incarcerated.

Mental and Nervous

LTD benefits would be paid for 24 months per lifetime for disabilities caused by mental and nervous conditions that meet the definition of disability for 24 months. Mental illness benefits would continue beyond 24 months only if you are

institutionalized or hospitalized as a result of the disability.

Next Steps

Calculating Your Premium

- 1) Write down your age, elimination period and annual salary.
- 2) Divide your annual salary by \$100 to determine your number of units. If your annual salary exceeds \$200,000 then use \$200,000 as your annual salary.
- 3) Refer to the rate table below to find your age bracket and appropriate rate
- 4) Multiply appropriate rate by number of units to actual annual cost.
- 5) Divide annual cost by the number of paychecks you receive each year.

*Your rates will increase as you move into the next age bracket.

Formula for Calculation

$$\frac{\$ \text{Annual Salary}}{100} = \frac{\# \text{ of Units}}{1} \times \text{Rate} = \frac{\text{Your Annual Premium}}{\# \text{ of Paychecks}} = \text{Cost per Paycheck}$$

RATES

Rates for 90 Day EP Per \$100 of Covered Payroll			
Age	Rate	Age	Rate
<25	0.05	50-54	0.73
25-29	0.07	55-59	0.68
30-34	0.10	60-64	0.60
35-39	0.18	65-69	0.41
40-44	0.26	70+	0.28
45-49	0.44		

Rates for 365 Day EP Per \$100 of Covered Payroll			
Age	Rate	Age	Rate
<25	0.045	50-54	0.59
25-29	0.05	55-59	0.55
30-34	0.08	60-64	0.49
35-39	0.14	65-69	0.32
40-44	0.22	70+	0.23
45-49	0.37		

Delayed Effective Date of Coverage

Insurance will be delayed if you are not in active employment because of an injury, sickness, temporary layoff, or leave of absence on the date that insurance would otherwise become effective.

How to Apply

To apply for coverage, complete your enrollment form within 60 days of your eligibility date. After that date you will be required to provide evidence of insurability in order to qualify for coverage.

The work-life balance employee assistance program, provided by Ceridian Corporation, is available with select Unum insurance offerings. Terms and availability of service are subject to change. Service provider does not provide legal advice; please consult your attorney for guidance. Services are not valid after coverage terminates. Please contact your Unum representative for details.

Worldwide emergency travel assistance services, provided by Assist America, Inc., are available with select Unum insurance offerings. Terms and availability of service are subject to change and prior notification requirements. Services are not valid after coverage terminates. Please contact your Unum representative for details.

This information is not intended to be a complete description of the insurance coverage available. The policy or its provisions may vary or be unavailable in some states. The policy has exclusions and limitations which may affect any benefits payable. For complete details of coverage and availability, please refer to Policy Form C.FP-1 et al, or contact your Unum representative.

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