

Benefits at Layoff

LAYOFF BENEFITS ELIGIBILITY

If your position ends due to lack of work, lack of funding, or reorganization, you may have options for continuing benefits.

- Staff layoff/re-employment rights are established by either a union contract or under Department of Personnel rules.
- Faculty, Librarians and Professional staff positions do not have layoff re-employment rights or eligibility for a rehire list. However options to continue benefits following layoff do apply if your appointment was discontinued for lack of work, lack of funding, or reorganization. Faculty whose employment contract has ended are not considered to have been laid off, however medical and dental coverage can be continued under the federal [COBRA law](#).
- Temporary staff (including hourly, fixed duration appointments, and project appointment professional staff) do not have layoff benefits continuation eligibility, however medical and dental can be continued under the federal [COBRA law](#).

LENGTH OF BENEFITS CONTINUATION OPTION FOLLOWING LAYOFF

Layoff eligibility for benefits extend for a limited period of time, up to 24 months, and are defined by the labor contract or by the UW or state personnel rules that govern your position.

MEDICAL & DENTAL INSURANCE

There are 3 ways to continue your medical/dental enrollment following layoff:

1. Self-pay for your insurances. If you do not work at least 8 hours you are eligible to self-pay your insurances for that month. You need to complete the [self-pay form](#) and send your check to the Health Care Authority in Olympia for any month in which you are not eligible for the UW-paid employer contribution.

Medical and dental premium rates are online at www.uw.edu/admin/hr/benefits/insure/fac-staff-lib/leave/selfpay-rates.html.

2. Work at least 8 hours per month at the UW. The UW will make the employer insurance contribution for any month in which you worked a minimum of 8 hours in any non-student position. Eight hours is required even if you were laid off from a part time position.

Email benefits@uw.edu to let us know if you work 8+ hours in a month. This helps us keep your benefits current. If the employee-paid share of the medical premium is not taken by payroll deduction, you must arrange payment with the Benefits Office. [UTemp Staffing](#) may be of assistance in locating temporary employment.

3. Work at least 8 hours per month at any Washington State agency. The employing State agency will make employer insurance contributions for any month in which you work a minimum of 8 hours up to the 24-month maximum period. You must provide written notice and documentation to the employing State agency of your eligibility for layoff insurance continuation including effective dates.

Note: There are other health insurance options available to people who are not eligible for one of the University's health insurance programs such as visitors or family members not eligible for a UW insurance program. See www.uw.edu/admin/hr/benefits/insure/other-hlth.html

LIFE, OPTIONAL LIFE, AND ACCIDENTAL DEATH & DISMEMBERMENT INSURANCE

Coverage ends at midnight on the last day of the month of separation from an eligible position, unless you work the required 8 hours of eligible UW employment outlined under medical/dental coverage above. Otherwise, life insurance ends as of the last day of the month in which the full monthly premium was paid. You may self-pay



1 of 2

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Note: This flyer contains a brief description of UW insurance coverage and other benefits. In case of any conflict between this flyer and official plan documents, provisions of the plan document will govern. Plans may change or stop at any time. This is not an employment contract. For more details, visit www.uw.edu/admin/hr/benefits/

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Life insurance employee premiums are paid at the same rate as while you were in pay-status, with the addition that you must also pay the employer basic life insurance premium.

LONG TERM DISABILITY INSURANCE

LTD cannot be self-paid while on layoff. However it can be reinstated on your return to either temporary or permanent position.

RETIREMENT AND SAVINGS PLANS

An employee's participation in UWRP; PERS 1, 2 or 3; TRS 1 or 2; LEOFF 2, and VIP plans ceases upon separation from employment. You may have access to funds if needed, if all UW employment of any kind is ended. However you need to review your [retirement plan rules](#) and determine what employment restrictions apply and what taxes and penalties may apply if you withdraw the funds.

RESOURCES

• UW HR Benefits

See www.uw.edu/admin/hr/benefits/contacts.html

• UWHires

Apply here for temporary or permanent UW jobs. Email uw hires@uw.edu or call 206-543-2544.

• Layoff Process

A comprehensive description of the classified and professional staff layoff process.
www.uw.edu/admin/hr/roles/ee/layoff/

• UW Academic Human Resources

A resource for faculty with questions about separation.
Phone: 206-543-5630
Email: acadpers@uw.edu
Web: www.uw.edu/admin/acadpers/

• UW CareLink

Confidential counseling and assistance.
Toll free: 866-598-3978. Crisis Hotline: 800-833-3031.

• Professional & Organizational Development

Offers courses and career consulting that may be helpful to you. For specifics, see www.uw.edu/admin/hr/pod/

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