



Enrollment in UMC Health System Retirement

Enrollment in the UMC Retirement is a two-step process. The first step in the process is to select an investment company from the list of approved Tax Sheltered Annuity (TSA) Providers and open an account.

You are not eligible to enroll until AFTER 90 days of service with UMC. Once you do qualify and want to participate, you *MUST* setup an account with one of our approved fund companies listed below BEFORE making elections in Workday.

Step 1.

Tax-Sheltered Annuity (TSA) Retirement Accounts		
403(b) & Roth Accounts	Company	Representative
Aspire Financial Services	Edward D Jones Company 6102 Chicago Ave, Suite 200 Lubbock, TX 79424	Mr. Kyle Motheral (806) 783-3072
Lord Abbett	Peak Wealth Advisors 6000 Greenwood Plaza Blvd, Suite 100 Greenwood Village, CO 80111	Mr. Garry Kirkland (303) 268-2213
Primerica	Primerica Financial Services 3318 83rd St, Suite 400 Lubbock, TX 79423	Mr. Arnold Hall (806) 785-5959
Vanguard	Vanguard P.O. Box 534044 St. Petersburg, FL 33747	Participant Services (800) 569-4903
457 Accounts	Company	Representative
Nationwide Retirement Solutions	Nationwide Retirement Solutions P.O. Box 182797 Columbus, OH 43218	Mr. Jim Hammock (806) 441-6069

UMC TSA Match	
COMPLETED LENGTH OF SERVICE	% OF ELIGIBLE CONTRIBUTIONS MATCHED
3 months +	Up to 5%
11 years (132 months) +	Up to 6%
20 years (240 months) +	Up to 7%
25 years (300 months) +	Up to 8%

Step 2.

Enter your elections in Workday.

In Workday, Select the **Benefits and Pay** under **Your Top Apps**,

Your Top Apps



Benefits and Pay



Expenses



Payroll



Learning

 [View All Apps](#)



Overview

A new window will open under the subsection

Change Benefits



To the right please select

Select the drop down from the Change Reason and select ***UMC Employees Only*** 403(b) and 457(b) Changes, select the effective date and Submit. Please be sure to review the Payroll Calendar as everything tied to your benefits is driven by our pay periods.

Example: Today is 03/02/2023. The next payday is 03/16/2023. If you want your contributions to begin immediately, you will select 02/25/2023 as the effective date. This will make your contributions effective for the pay period 02/26/2023 through 03/11/2023 to be paid on 03/16/2023.

Change Reason * *UMC Employees Only* 403(b) and 4... ▼

Benefit Event Date * *UMC Employees Only* 403(b) and 457(b) Changes

Submit Elections B *UMCP Employees Only* 401(k) Changes thru Transamerica

Benefits Offered

- Benefits Allowed to Change Anytime
- Birth/Adoption of Child
- Change Beneficiaries
- Children's Health Insurance Program Reauthorization Act (CHIPRA) gain or loss of Medicaid coverage
- Death of a Dependent
- Dependent Gains/Loses Other Coverage
- Divorce
- Marriage
- Qualified Medical Child Support Order (QMCSO)

Attachmen

Change Reason * *UMC Employees Only* 403(b) and 4... ▼

Benefit Event Date * 02/25/2023 📅

Submit Elections By 03/27/2023

Benefits Offered

- 403(b) Roth (Post-tax)
- 403(b) Traditional (Pre-tax)
- 457(b)
- Employer Match

REQUIRED FOR ALL NEW HIRES

You must upload a screenshot here of your account log in to verify your account has been opened and is ready to accept contributions in your name.

We do not need to see your account number, we want to see the Company Name, your name and either UMC Health System and/or 403(b)

Attachments

Drop files here

or

Select files



Select Submit



You have submitted
Up Next: Veronica Knott | Change Benefit Elections
[View Details](#)

A blue rounded rectangular button with the text "Open" in white. A thick red arrow points from the right towards the button.

On the next Screen select Let's Get Started.



Select the plan you want to contribute to and [Manage or Enroll](#).

Additional Benefits

 457(b) Waved Enroll	 403(b) Traditional (Pre-tax) Primetica Contribution 10% Manage	 403(b) Roth (Post-tax) Waved Enroll
 Employer Match UMC Coverage 403(b) Manage		

Two red arrows point upwards from below the screen. One points to the "Manage" button of the 403(b) Traditional (Pre-tax) plan, and the other points to the "Enroll" button of the 403(b) Roth (Post-tax) plan.

 **403(b) Traditional (Pre-tax)**
Primerica

Contribution 15%

[Manage](#)

Select the Company Benefit Plan you want to contribute to from the Fund Companies listed.

Plans Available

Select a plan or Waive to opt out of 403(b) Traditional (Pre-tax).

4 items



*Selection	Benefit Plan	You Pay (Biweekly)
<input type="radio"/> Select <input checked="" type="radio"/> Waive	Aspire (Edward Jones)	Included
<input type="radio"/> Select <input checked="" type="radio"/> Waive	Lord Abbett	Included
<input checked="" type="radio"/> Select <input type="radio"/> Waive	Primerica	Included
<input type="radio"/> Select <input checked="" type="radio"/> Waive	Vanguard	Included

[Confirm and Continue](#)

[Cancel](#)

Confirm and [Continue](#).

Contribute

Enter a percentage that you will contribute to this plan.

Contribution (%)

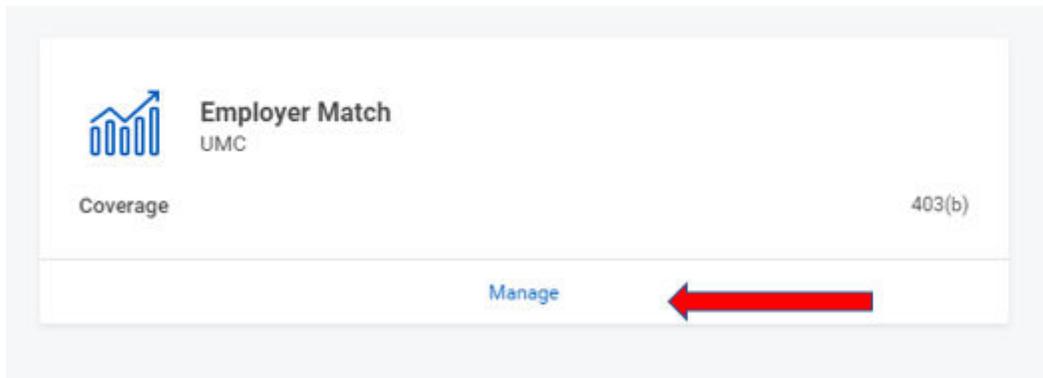
15

Minimum Percentage: 2

Maximum Percentage: 100

Enter your contribution amount and [Save](#).

Be sure to then [Manage](#) the Employer Match.



 **Employer Match**
UMC

Coverage 403(b)

[Manage](#)

Plans Available

Select a plan or Waive to opt out of Employer Match.

1 item



*Selection	Benefit Plan
<input checked="" type="radio"/> Select  <input type="radio"/> Waive	UMC

Confirm and Continue

[Confirm and Continue](#) 

In the drop down you will need to select the 403(b) plan.

Coverage

Select the coverage that you would like for this plan.

Coverage *  

Search

403(b)

Select Save



Review and Sign.



Be certain to scroll down and check the **I Accept** box under your Electronic Signature and **Submit**.

Electronic Signature

Legal Notice: Please Read

Your name and Password are considered your "Electronic Signature" and will serve as your confirmation of the accuracy of the information being submitted. When you check the "I Agree" checkbox, you are certifying that:

- You understand and approve the enrollment as indicated above. You hereby authorize the company to deduct from your earnings the amount of your premiums or other contributions (if any) for the benefit options elected above.

- You understand and acknowledge that under IRS rules, you may not change your benefit elections during the calendar year unless you experience a qualifying life event.

- If you decline medical insurance, dental and vision enrollment for yourself or your dependents, including your spouse, because of other insurance coverage, you may in the future be able to enroll yourself or your dependents in this plan, provided you request enrollment within 31 days after your other coverage ends. In addition, if you have a new spouse or dependent as a result of marriage, birth, or adoption, you may be able to enroll yourself, your spouse and your dependents, provided you request enrollment within 31 days after marriage, birth, adoption or other qualifying life event.

- You understand that you will not pay income tax or FICA tax on your medical, vision, dental and Flexible Spending Account contributions. These benefits are paid on a pre-tax basis.

- Company-provided life insurance that exceeds \$50,000 may be subject to imputed income.

- If you have any questions about this information, you may contact HR before you proceed further.

I Accept

Success, You're Enrolled