

## Humana benefits: IFG Frequently Asked Questions

To help you navigate this document, click on the links below to find frequently asked questions about the subjects you are interested to learn more about:

- [Enrollable benefits](#)
- [Other benefits](#)
- [401\(k\)](#)

### Enrollable benefits

#### **What enrollable benefits does Humana offer?**

Humana offers many enrollable benefits for you and your family's needs, including medical, spending accounts, dental, vision, basic life insurance and voluntary term life insurance. You can also enroll in Go365, Humana's well-being program, even if you waive medical plan coverage.

#### **How can I learn more about Humana's benefits?**

Check out this [2023 Humana Traditional Benefits Overview](#) for a summary of the Humana benefits for which you will be eligible starting March 5, 2023.

#### **When can I enroll in my Humana benefits?**

The Benefit Enrollment period for IFG associates is March 5-April 4.

#### **When will my new benefits be effective?**

As long as you enroll within the Benefit Enrollment window, your new benefits will be effective starting Day One at Humana, which is March 5 for IFG associates.

#### **Can I change my benefit selections after I enroll?**

Yes, you can change your benefits enrollment selections after you enroll in your new benefits anytime within the Benefit Enrollment window (March 5-April 4).

#### **Are premiums for health, dental, and vision insurance based on pay?**

Premiums for health, dental and vision insurance are not salary based. They are flat rates withheld from your bi-weekly paychecks. Premium amounts vary by the plan and coverage level you choose. You can find the 2023 premium amounts for health, dental and vision insurance on pages 20 and 21 of the [2023 Humana Traditional Benefits Overview](#).

### Other benefits

#### **What other benefits does Humana offer associates?**

Humana offers many benefits – beyond our enrollable benefits described in the section above – that support your personal well-being experiences. Those include Caregiver Leave, Parental Leave, tuition reimbursement, Paid Time Off (PTO) and Volunteer Time Off (VTO).

**How much Paid Time Off (PTO) does Humana offer?**

Providing paid time off for associates to recharge their batteries and celebrate with loved ones is another way Humana is committed to your well-being. Time off includes:

- 23 days of Paid Time Off (PTO) annually for associates with less than nine years of service, and 28 days of PTO annually for associates with nine or more years of service
- One personal holiday to observe and honor an additional holiday or special day of your choice
- Eight paid company holidays: New Year's Day, Martin Luther King Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, the day after Thanksgiving, and Christmas Day. Holidays that fall on Saturday are observed on Friday, and holidays that fall on Sunday are observed on Monday.

**How much PTO is accrued bi-weekly for associates who earn 23 days of PTO?**

PTO accrues at a rate of 7.08 hours bi-weekly.

**How does PTO accrue for part-time associates?**

Part-time associates who work 20 hours per week will receive 23 four-hour days of PTO to use each year.

**Are there separate PTO banks for illness and vacation?**

No, time off for illness or vacation must be requested from the same PTO Bank.

**Does Humana allow unused PTO to carry over to the next year?**

PTO can be accrued up to the PTO Bank Maximum, which is equal to an associate's annual accrual. Annual accrual for associates with less than nine years of service is 23 days, and for associates with nine or more years of service is 28 days. Once the PTO Bank Maximum is reached, the accrual moves to your Short-Term Disability Supplemental Bank.

**When does PTO start to accrue?**

PTO accrues bi-weekly beginning with your first pay period and can be used as soon as it has accrued. To help ease your transition to Humana, you will receive five days of PTO on Day One at Humana and will be eligible to use them immediately.

**Are there any blackout periods for taking PTO?**

No, you are able to immediately use any PTO that you accrue. Ask your manager for approval of PTO to ensure there is adequate coverage for the needs of the business.

**Can associates cash out any unused PTO?**

Humana does not have a cash-out option for unused PTO.

**What is Caregiver Leave?**

Caregiver Leave is available for all full-time associates and provides up to two weeks of paid leave every rolling 12 months to help you care for a loved one with a serious illness. Caregiver leave must be preapproved by UNUM and can be taken consecutively or in one-day increments. Caregiver Leave runs concurrently with our Family Medical Leave of Absence (FMLA), if FMLA eligible.

**What is Parental Leave?**

Parental Leave, available to all full-time associates, enables parents to take up to six weeks off after the birth, adoption or fostering of a child. For a birth parent, leave begins on the date of birth and is coordinated with other eligible leave programs such as short-term disability and FMLA. For a non-birth/adoptive/foster parent, you have flexibility to begin using the benefit within six weeks of birth or placement for adoption/fostering. Associates are immediately eligible for Parental Leave starting March 5, so long as the qualifying event occurs after that date.

**Does Humana offer tuition reimbursement?**

Full- and part-time associates are eligible for tuition reimbursement for approved courses related to your role and overall company objectives. Associates who work 20 or more hours per week can be reimbursed up to \$5,000 in tuition and course-specific fees for courses that start on or after your March 5 effective date with Humana.

**What is Volunteer Time Off (VTO)?**

Full- and part-time associates can take Volunteer Time Off (VTO) time to support the organizations that impact the health and well-being of the communities we serve. Full-time associates get eight hours of VTO, while part-time associates receive four hours of VTO.

**401(k)****When will I be eligible for Humana's 401(k) Plan?**

You are eligible to participate in the Humana Retirement Savings Plan starting March 8, 2023, after you have transitioned to Humana benefits.

**How do I enroll in the Humana Retirement Savings Plan?**

You will be automatically enrolled in the Humana Retirement Savings Plan at a 3% pre-tax contribution rate in a Schwab Indexed Target Date fund based on your age when you move over to Humana benefits in 2023. You may elect to change or stop your contributions or change your investment selections at any time on the Schwab Retirement Plan Services participant site, [www.workplace.schwab.com](http://www.workplace.schwab.com), starting March 8, 2023. Changes must be made by March 9 at 5 p.m. ET to ensure they take effect in your first Humana paycheck.

**What is the company match for the Humana Retirement Savings Plan?**

The company match is 125% of the first 6% of your pre-tax or Roth contribution. If you were hired prior to January 1, 2023, you will be immediately eligible to receive the company match for your contributions to the plan. If you were hired on or after January 1, 2023, you will be eligible for the company match after one year of service.

The plan also has an annual "true-up" provision, which means a calculation is done at the end of each year to ensure participants receive the maximum amount they are entitled to based on their eligible wages and annual contribution to the plan.

**What if I do not want to participate in the Humana Retirement Savings Plan?**

You can opt out of participating in the Humana Retirement Savings Plan by calling Schwab Retirement Plan Services at 1-800-724-7526. If you opt out within 90 days of auto-enrollment, you may request a refund from Schwab of any contributions made to the Plan.

**How soon am I vested in the company match contributions in the Humana Retirement Savings Plan?**

You will be vested in your match contributions after two years of service. If you were employed at IFG on the date the deal closed, your anniversary date will be August 15, 2022. If you were hired after August 15, 2022, your anniversary date will be the date you started with IFG. You are vested immediately in any contributions you make to the Plan.

**What other benefits does the Humana Retirement Savings Plan provide?**

The Humana Retirement Savings Plan provides several investment choices, including a brokerage option. The plan also provides automatic annual savings increases. You also have access to personalized investment advice services through Morningstar Investment Management LLC.