

Employment Termination Benefits FAQ



When will my medical, dental and vision benefits terminate?

- Benefits term the last day of the month in which you separated from employment. To continue coverage under COBRA, terminated employees must elect coverage within 60 days of termination and pay premium. If you have specific questions, call the Benefits office at 918-495-7561.

Can I still use my HSA or FSA accounts?

- The HSA account is owned by the employee and is still available to employee for use on qualified expenses. The account is changed from the ORU group to a personal account and terminated employee is responsible for paying the \$3 maintenance fee on the account.
- In order to have access to the FSA account, COBRA must be elected and contribution continued to maintain benefits through Dec 31. Reenrollment is not available.

What happens to my ORU retirement account balance?

- There are options on your account and best discussed with TIAA customer service at 1-800-842-2276.

What benefits terminate immediately?

- Life, Disability, Accidental Death (AD&D), Supplemental Life, Voluntary AD&D, Accident, Critical Illness, and Cancer Plans terminate on your termination date. Life products have portability and conversion options.

What is Portability and Conversion for my Life Insurance?

- Portability converts the group and supplemental plans to a personal policy. Premiums to maintain coverage are paid directly to the provider. An application is required within 30 days from termination and you must be under 65 to be eligible.
- Conversion to a Whole Life Policy is available to terminated employees over 65. The provider can quote premiums before application. You must request the conversion within 30 days of your termination date.
- Before your termination date, an email is sent advising you the contact information and the portability application. If you are over 65, the conversion application is included.

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How will I get my W-2?

- W-2s for the current year will be mailed out no later than January 31 of the following year.
- Former employees will still have Vision (www.vision.oru.edu,)access after leaving ORU, but will need to select the option to login with your Z-Number and PIN. Your PIN defaults to your date of birth in the 6-digit MMDDYY format. If you have changed your PIN and can't remember it, you can request a reset. Resets can be requested by email. Send your full name and your Z-Number to payroll@oru.edu with the subject "PIN Reset Request". If you cannot remember your Z-Number, then you should list your date of birth and the last 4 of your SSN and your Z-Number can be sent with the confirmation of PIN reset.

Will I receive my unused PTO?

- Yes, any unused PTO will be paid on your final check. If you have any unused sick bank hours remaining, sick time is not paid upon separation of employment.

What if I have been on leave and now find that I'm terminated because I cannot return to work?

- Any combination of leaves lasting more than 6 months, ORU will not be able to continue group benefits. Often that requires termination, although you could be rehired when able to return to work. We encourage you to discuss your specific situation with HR. The termination of accounts follows the FAQ(s) listed.

Will I be eligible for unemployment benefits?

- ORU does not determine unemployment benefits. You may contact <https://oklahoma.gov/oesc.html>.