



Personnel Policies for Lincoln University

The guiding principle for these policies is *The Rules and Regulation of Lincoln University • Chapter I University Governance: Structure and Functions • Chapter VI Administration and Finance • Chapter VIII University Employment*• HRS HB 3.2

Effective August 13, 2009

[Letter from the President](#)

[Rules and Regulations](#)

[Adjunct Handbook](#)

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[Faculty Handbook](#)

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[Staff Handbook](#)

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Health Insurance

Employees covered by this policy

This policy applies to all Faculty, Staff and Hourly employees at LU and applicants of positions.

Policy

Lincoln University's full-time regular employees have the opportunity to enroll in a health insurance plan at the time of hire or during an annual open enrollment period thereafter. Lincoln University provides a determined amount of monthly premium contributions for each employee, which covers all or a significant amount of the employee premium depending on the plan option chosen. A new employee can elect to enroll in a health plan from the date of employment, effective the first day of the employee's first full month of employment. An employee has the option for spouse and dependent coverage at the employee's expense.

An employee's health insurance coverage ends when the employee elects to cancel coverage or upon employment termination. An election to continue health insurance coverage after termination from employment through COBRA provisions will be available to those qualifying employees, spouses or dependent children.

Staff employees retiring from Lincoln University will have the opportunity to continue ongoing coverage at the retiree's expense. Retirees who are not eligible for Medicare may stay on the Lincoln University health insurance at a pre-65 retiree group rate. Upon reaching age 65, the retiree may choose to transition into the post-65 plan.

Retirees who are eligible for Medicare (age 65) may enroll into the Lincoln University sponsored United Healthcare AARP Medicare Supplement Insurance and RX Plan Drug Plan.

