

# 2025 Benefits Summary Duke University Monthly Payroll (Exempt) Staff

We are pleased to provide you with information about your benefits at Duke. Our organization is rich in heritage and is proud of its work. While your pay is readily visible, the value of your employee benefits is often overlooked. These benefits add great value to your total compensation package, more than you may realize.

*Here is a brief summary of some of the benefits that Duke offers:*

## I. HEALTH BENEFITS

### Medical Insurance

Duke offers five options for coverage depending on your permanent residence: Duke Select, Duke Basic and Blue Care, which are open access HMOs, and Duke Options and Duke USA which are a Preferred Provider Organization. You have the benefit of paying premiums with before-tax payroll deductions. Coverage begins on the first of the month following your date of employment. You may choose to have your medical coverage start on your hire date, but you would pay the full, unsubsidized premium

#### Your Options

- **Duke Select** is an open access Health Maintenance Organization, or HMO, available to employees living in zip codes beginning with 272, 273, 275, 276, and 277. If you choose this plan you must receive care from a participating physician. However, you don't need a referral from your primary care provider to see a network specialist.
- **Duke Basic** is an open access Health Maintenance Organization, or HMO, available to employees living in zip codes beginning with 272, 273, 275, 276, and 277. If you choose this plan you must receive care from a participating physician. However, you don't need a referral from your primary care provider to see a network specialist.
- **Blue Care** is an open access Health Maintenance Organization, or HMO, available to employees living in North Carolina. If you choose this plan you must receive care from a participating physician. However, you don't need a referral from your primary care provider to see a network specialist. This plan is administered by Blue Cross/Blue Shield.
- **Duke Options** is a Preferred Provider Organization, or PPO. You may choose to use in-network or out-of-network providers. Your out-of-pocket costs will be higher if you choose a provider outside of the network. This plan is administered by Blue Cross/Blue Shield.
- **Duke USA** is a Preferred Provider Organization, or PPO. You may choose to use in-network or out-of-network providers. Your out-of-pocket costs will be higher if you choose a provider outside of the network. Lower premiums, but higher out-of-pocket costs than Duke Options. Excludes certain benefits that are covered under Options. This plan is administered by Blue Cross/Blue Shield.

You can choose among the following levels of coverage. Premiums are deducted from your check on a pre-tax basis. You may add, change or drop coverage during your annual open enrollment or within 30 days of a valid change in family status. A major portion of the premium is paid by Duke. Duke covers more than 80% of the employee's premium and about 50% of the dependent premium for full-time employees (working 30 hours or more per week). The **2025** "monthly" premiums are listed below:

#### DUKE SELECT (HMO) Premiums

	Employee	Employee/Child	Employee/Children	Employee/Spouse	Family
Total Premium	\$628.00	\$936.00	\$1,171.00	\$1,471.00	\$1,720.00
Duke Contribution	\$516.00	\$672.00	\$788.00	\$934.00	\$1,058.00
<b>Employee Premium</b>	<b>\$112.00</b>	<b>\$264.00</b>	<b>\$383.00</b>	<b>\$537.00</b>	<b>\$662.00</b>

#### DUKE BASIC (HMO) Premiums

	Employee	Employee/Child	Employee/Children	Employee/Spouse	Family
Total Premium	\$533.00	\$784.00	\$977.00	\$1,231.00	\$1,419.00
Duke Contribution	\$488.00	\$635.00	\$746.00	\$887.00	\$1,001.00
<b>Employee Premium</b>	<b>\$45.00</b>	<b>\$149.00</b>	<b>\$231.00</b>	<b>\$344.00</b>	<b>\$418.00</b>

#### BLUE CARE (HMO) Premiums

	Employee	Employee/Child	Employee/Children	Employee/Spouse	Family
Total Premium	\$1,371.00	\$1,822.00	\$2,070.00	\$2,550.00	\$3,052.00
Duke Contribution	\$1,129.00	\$1,353.00	\$1,478.00	\$1,716.00	\$1,966.00
<b>Employee Premium</b>	<b>\$242.00</b>	<b>\$469.00</b>	<b>\$592.00</b>	<b>\$834.00</b>	<b>\$1,086.00</b>

#### DUKE OPTIONS (PPO) Premiums

	Employee	Employee/Child	Employee/Children	Employee/Spouse	Family
Total Premium	\$1,301.00	\$1,758.00	\$2,067.00	\$2,539.00	\$2,969.00
Duke Contribution	\$1,068.00	\$1,300.00	\$1,455.00	\$1,685.00	\$1,901.00
<b>Employee Premium</b>	<b>\$233.00</b>	<b>\$458.00</b>	<b>\$612.00</b>	<b>\$854.00</b>	<b>\$1,068.00</b>

#### DUKE USA (PPO) Premiums

	Employee	Employee/Child	Employee/Children	Employee/Spouse	Family
Total Premium	\$898.00	\$1,224.00	\$1,602.00	\$1,810.00	\$2,364.00
Duke Contribution	\$736.00	\$905.00	\$1,128.00	\$1,201.00	\$1,524.00
<b>Employee Premium</b>	<b>\$162.00</b>	<b>\$319.00</b>	<b>\$474.00</b>	<b>\$609.00</b>	<b>\$840.00</b>

## Dental Insurance

Duke offers three coverage options administered by Ameritas Life Insurance Corp. You pay the cost for coverage with before-tax premiums through payroll deductions.

### Your Dental Options

- **Plan A and B**

With Plan A and Plan B, you may visit any licensed dentist. Both plans include deductibles that must be met before coverage begins for non-preventive procedures. Plan A reimburses participants based on the usual and customary (U&C) allowable charge for each covered service. If a dentist charges more than the U&C charge, the participant is responsible for the excess charge. Plan B provides a very basic benefit and payments are based on a fixed schedule of fees.

- **Preferred Provider Option (PPO) Plan**

The PPO plan offers similar coverage to Plan A at a lower monthly premium for employees who use dentists within a nationwide network. The PPO Plan includes a higher maximum annual benefit than Plan A and Plan B, and lower negotiated procedure rates. These provisions can lower participants' out-of-pocket expenses when using in-network dentists.

You can choose among the following levels of coverage. The **2025** “monthly” premiums are listed below:

### Dental Premiums

Levels of Coverage:	PPO	Plan A	Plan B
Employee only	\$39.21	\$46.04	\$12.18
Employee + Child	\$76.20	\$89.45	\$24.82
Employee + Spouse	\$78.47	\$92.13	\$24.37
Family	\$118.79	\$139.47	\$45.24

## Vision Insurance

While Duke’s medical plan provides coverage for annual eye exams, Duke offers a nationwide vision care plan to manage the cost of eyeglasses and contact lenses, as well as eye examinations. The **2025** “monthly” premiums are listed below:

### Vision Premiums

	Employee	Employee/Child	Employee/Children	Employee/Spouse	Family
Plan Premium	\$9.66	\$18.49	\$19.46	\$18.50	\$29.97

## Reimbursement Accounts

This plan, also known as a Flexible Spending Account or FSA, allows you to make before-tax contributions to a health care reimbursement account and/or a dependent care reimbursement account. When eligible expenses are incurred, you use the before- tax money in your account(s) to reimburse yourself. As a result, you pay less in total taxes. Duke offers a healthcare card that will pay for most eligible expenses at the point of sale using funds from an employee’s health care reimbursement account. The healthcare card works similar to a debit card.

If you choose to participate in the account(s) by setting aside pre-tax money from your pay, you may later file for reimbursement of eligible expenses incurred during your participation period through the end of the plan year, December 31.

The **2025** minimum/maximum annual amount you may contribute to the reimbursement accounts is listed below:

Reimbursement Account	Minimum Annual Limit	Maximum Annual Limit
Health Care	\$130	\$3,300
Dependent Care	\$130	\$5,000

## II. RETIREMENT BENEFITS

### Retirement Plan

#### Faculty and Staff Retirement Plan

This 403(b) retirement plan allows you to build retirement savings by contributing before-tax and /or Roth after-tax payroll deductions to a wide range of investment choices. Generally, faculty and staff paid monthly are eligible for the Duke contribution after completing one year of service and reaching age 21. The one year waiting period may be waived if your hire date with Duke is within 90 days of your date of termination with your immediate previous employer and you were receiving vested employer contributions. Your immediate previous employer must be a 501(c)(3) organization or a state educational organization. If your service waiver is approved, your Duke contribution will start on the first day of the month following the month the Duke Benefits Office receives acceptable information from your previous employer. Newly hired employees are vested in Duke’s contribution after completion of three years of service.

Beginning January 1, 2025, the Duke contribution is:

**8.9% of the first \$84,900 of salary, and  
13.2% of annual salary in excess of \$84,900  
up to a statutory salary limit of \$350,000**

## **Post-Retirement Medical and Dental Coverage**

Faculty and staff are eligible for retiree medical coverage at a subsidized rate once they have met the “Rule of 75” (your age plus your current continuous service date).

### **III. BENEFITS YOU RECEIVE AUTOMATICALLY**

#### **Employee Tuition Assistance Program**

The Employee Tuition Assistance Program will reimburse full-time staff with at least six months of continuous full-time service for up to \$5,250 per calendar year for tuition related to an employee’s job and/or continued career growth at Duke. The benefit can be used for up to three classes per semester or quarter (limit 9 classes per calendar year) taken at Duke or any other higher education institution accredited by a regional accreditor recognized by the U.S. Department of Education (USDE).

#### **Children’s Tuition Grant Program**

You will be eligible for the Children’s tuition grant program after 5 years of full-time, consecutive service at Duke University. After a deductible, the program pays up to 75% of the current Duke tuition toward undergraduate tuition expenses. The benefit may be used for the child’s full-time study at the associate or baccalaureate level at any approved, accredited, degree granting institution of higher education in the world, to obtain his/her first bachelor’s degree.

#### **Employee Basic Life Insurance**

You are automatically covered by \$10,000 Employee Basic Life Insurance and \$10,000 Accidental Death and Dismemberment (AD&D) policies.

#### **Survivor Benefit**

In the event of your death while you are an active, full-time employee, Duke provides a death benefit to your spouse or estate. The benefit is equal to one month’s salary for each year of full-time service, with an overall maximum of six months’ salary.

#### **Travel Accident Insurance**

You are covered automatically by this insurance when traveling out of town on Duke business — up to \$200,000 in the event of injuries resulting in death, dismemberment, or loss of hearing/sight, and up to \$5,000 for related medical expenses. The plan also provides a \$5,000 benefit when a covered person suffers a covered loss at any time while insured by this policy.

#### **Duke Disability Insurance**

As a Duke University staff member who works at least 30 hours per week, and has three (3) years of full-time continuous service, you may be eligible for the Duke Disability Program if you are out of work due to an illness or injury for more than 120 days. If approved for disability, the benefit pays 60% of the staff member’s base salary (up to \$25,000 per month). If you had an employer-sponsored long term disability plan within 90 days of full-time employment at Duke, you may be eligible to waive the normal three-year waiting period.

## **Paid Time Off (Vacation/Sick Program)**

Duke provides a generous paid time off benefit. Your time accrues each pay period and your time off benefit is as follows:

**Holidays** – There are 14 paid holidays per year.

**Sick Leave** – Duke provides time off with pay for personal illness or to care for sick members of your immediate family. Staff accrue twelve sick days per year. Unused sick leave may be accumulated without limit. There is no reimbursement of unused sick leave upon termination.

**Vacation** – Staff members accrue three weeks of vacation per year during their early years of employment. Staff will accrue four weeks of vacation per year after a certain number of years depending on their benefit classification. Your hiring manager or the Benefits Office can provide you with information about your specific benefit classification. Unused vacation leave may be reimbursed upon termination of employment.

## **Personal Assistance Service (Employee Assistance Program)**

Employees and their families are eligible to receive free, confidential professional assistance in resolving a broad range of personal and family problems. Contact PAS at 919-416-1727 for additional information.

## **LIVE FOR LIFE and Duke Fitness Club**

LIVE FOR LIFE is a comprehensive health promotion program to support you in your goals toward better health and fitness. The Duke Fitness Club is a network of fitness centers throughout the area who offer Duke employees discounted rates and convenient payroll deduction.

## **Paid Parental Leave**

In order to assist and to support new parent relationships through its leave policies, Duke provides Paid Parental Leave. To be eligible for Paid Parental Leave, you must be a benefits-eligible staff member working 30 or more hours per week after one year of employment and have worked for at least 1,250 hours during the prior twelve-month period. This leave provides six consecutive weeks of 100% pay to the parent following the birth or adoption of a child. Paid Parental Leave runs concurrent with Family Medical Leave, and must be taken within the first 12 weeks after the birth of the child or placement for adoption.

## **Child Care Resources**

Duke offers an on-campus child care facility through the Duke Children's Campus. In addition, the Duke Child Care Partnership provides priority placement at over 30 area child care centers for parents at Duke.

# **IV. OTHER VOLUNTARY BENEFITS**

Duke also offers the following voluntary programs with premiums paid through payroll deductions.

## **Personal Accident Insurance**

This program provides a single lump sum amount in the event of accidental death, dismemberment or permanent total disability. You may select benefit amounts from \$50,000 to \$750,000 in multiples of \$10,000, but not exceeding 10x your salary. Individual and family coverage is available.

## **Supplemental Life Insurance**

You may choose supplemental term life insurance for yourself, your spouse, and your dependent children through this plan. With this optional coverage, you can supplement your Duke-provided Employee Basic Life Insurance. You pay the full cost for coverage through payroll deductions.

## **Personal Casualty Insurance**

You can purchase automobile, homeowners/renters, and excess liability insurance through this plan. The premiums for the coverage you select will be deducted from each paycheck. The benefit is offered through Mercer Voluntary Benefits' Auto and Home Insurance Program.

## Voluntary Short Term and/or Long Term Disability

Voluntary short term disability insurance provides staff with a work schedule of at least 30 hours per week with partial income protection in the event of disability. There is a four-week waiting period before disability benefits become payable after the onset of a disability and benefits are payable up to a maximum of twelve weeks following the onset of disability. Conditions for which you received medical care during the 12 months prior to your coverage date are eligible for a maximum benefit of two weeks. A voluntary long term disability is also available. There is a sixteen-week waiting period before disability benefits become payable after the onset of a disability under the long term disability plan.

*This brochure summarizes certain features of the benefit programs that are available. It is not a contract or any part of one. This overview is not intended to substitute for official plan documents or summary plan descriptions which are available from Benefits. If there is a conflict between this overview and an official plan document, the official plan document will govern in all cases. Duke reserves the right at any time to change or terminate these plans or your eligibility for benefits under the plans.*