



## What Is Department's Financial Responsibility for Benefits Premiums for a Benefits-Eligible Employee?

Employees at the University of Colorado may be eligible for benefits. Benefits eligibility depends on a number of factors such as regular or temporary employment status, job code, percent of time, biweekly-paid or monthly paid position, etc.

The university is responsible for a portion of the following benefits if an employee meets eligibility criteria:

- medical
- dental
- basic life
- disability
- retirement

When employee benefit charges are not stopped (termination of employment, loss of eligibility, etc.), the employee and the department are responsible for payment of premiums. (See the Web page, "What Stops Employee Benefit Charges" at <http://www.cu.edu/employee-services/faq/what-stops-employee-benefit-charges-0>.)

### Benefit Eligibility Matrices

The benefit-eligibility matrices is set up by job code for each employee group (faculty, exempt professional, classified, etc.) and available on the Employee Services website:

<https://www.cu.edu/es>

### Employee Class (Empl Class) Field in the HRMS

The Empl Class field, located on the Job Information page in Job Data (Workforce Administration module) states the benefits that the employee is eligible for, based on job code. This numerical- or alpha-character listing is an abbreviation of the eligible benefits.

All classified staffers are eligible for benefits as long as they are on regular status and are paid monthly.

### Contact a benefits counselor

Departments should contact a benefits counselor at Employee Services to discuss employer-paid contributions. Benefits counselors may be reached at 303-860-4200, option 3.