

Pre-Retirement Checklist

If you are considering retiring you should review the following:

- Have you met with your pension carrier to discuss payout options? You should notify your pension carrier in writing about your retirement, 30 to 90 days before your actual retirement date.
- Have you requested an Estimate of your Social Security Benefit?
- Retiree Health Insurance
 - Have you met the requirements to continue health insurance in retirement? Your campus Human Resource Department will have complete information on this. You must make certain decisions about health insurance before you leave the payroll.
 - Have you calculated your Sick Leave Credit? (Click here for form) <http://www.uupinfo.org/benefits/estimate.pdf>
 - Have you considered selecting the Dual Annuitant Option allowing your spouse to use your sick leave credit after your death? Information is on the Sick Leave Credit form.
 - Did you know that if you qualify for the retiree New York State Health Insurance Program (NYSHIP) after retirement, that your prescription benefits will continue through your health insurance carrier?
- If you will be eligible for Medicare, have you considered how benefits will coordinate between Medicare and NYSHIP? If you will be a Medicare-primary Empire Plan participant, have you enrolled in Medicare Crossover?
- Have you considered continuing UUP membership into retirement? (Click next line for application) <http://www.uupinfo.org/retireememberapp.pdf> Specific retirement benefits are only available with membership.
- Will you be continuing the NYSUT benefits that you have been purchasing? Premiums may be deducted from monthly pension checks or billed on a direct pay basis. Call NYSUT Member Benefits before you leave the payroll.
- Have you requested information on the many options you can purchase to continue dental coverage?
 - COBRA- This program can be purchased to continue your dental and vision with the same coverage as when you were working. The UUP Benefit Trust Fund will automatically send a COBRA contract to your address on record at the point your coverage ends.
 - UUP Retiree Dental Plans- These Delta plans are available to UUP Retiree Members. There are three different options. Coverage and cost for each plan varies. You must enroll within 90 days after your retirement. (Click here for summary) <http://www.uupinfo.org/benefits/retireedental.pdf>
 - NYSUT Retiree Dental Plan- This plan is available to UUP Retiree Members and is administered by MetLife. Information will be included with your COBRA contract.
- Have you considered purchasing COBRA Vision benefits, continuing the same coverage as when you were working? You must contact the UUP Benefit Trust Fund within the 60 days after losing eligibility to continue coverage.
- Did you know that the Value Advantage Vision Care Program (a discount vision plan through Davis Vision) is included with UUP Retiree Membership? (Click here for brochure) <http://www.uupinfo.org/benefits/retireevision.pdf>
- Do you have the important telephone and web addresses? (Click here) <http://www.uupinfo.org/benefits/retirelinks.html>
- Did you know that you may contact the UUP Member Benefits Department at 800-887-3863 if you have any questions or need additional information?

**Some of these items may have
DEADLINES
Please review carefully.**

If you were a member of UUP when you retired from SUNY, you are eligible to continue membership into retirement. Retired members have the right to vote and to hold UUP elected and appointed offices, such as the chair of the Committee on Active Retired Membership (COARM), who also serves as the elected delegate to UUP Delegate Assemblies and as a nonvoting member of the UUP Executive Board. In addition, they may be elected as COARM regional representatives.

Additional benefits of paid membership include:

- \$1,000 of UUP Life Insurance coverage;
- Value Advantage Discount Vision Program;
- Opportunity to purchase UUP Retiree Dental Plans (deadlines apply);
- Accidental Death & Dismemberment Insurance, which carries up to \$1,500 in benefits, provided free through NYSUT;
- Discounted programs and services; and
- Ability to participate in NYSUT and AFT benefits (purchase may be required).



Retired Membership Application

Please supply the following information.

Retired from: Campus _____ Date of Retirement _____
Social Security No. _____ Home Phone _____

September 1, 2004 - August 31, 2005

Name _____
Address _____
City _____ State _____ Zip _____
E-mail _____

Dues are assessed on an annual basis.

Send check for \$34 payable to: United University Professionals, P.O. Box 15143, Albany, N.Y. 12212-5143
Current members need not return this application.