

Benefits–Other

Applies to: See specific eligibility under policy

Policy Statement:

Adoption Benefit

Applies to: All benefits-eligible employees

The College provides benefits-eligible employees with up to \$5,000 reimbursement of fees associated with the cost of adopting a child.

Definitions and Regulations:

The maximum paid per adoption is \$5,000, even if the employee adopts multiple children at one time. If another child is adopted at a different time, the employee may apply for another \$5,000. This benefit is pro-rated for employees working less than full time; the amount is based on full-time equivalency. The payment, which is made through the employee's paycheck, can be paid out in a lump sum or in smaller amounts as the employee pays the adoption payments/expenses. The funds are not subject to taxation. Payment will be processed in the employee's next available paycheck.

Procedure:

To apply, the faculty or staff member must request reimbursement using the Request for Adoption Expense Reimbursement form and provide appropriate supplementary documentation (e.g. invoices and proof of payment). This must be sent to the Health Benefits Administrator

Documentation:

<http://www.dartmouth.edu/~hrs/benefits/adoption.html>

Infertility Benefit

Applies to: All benefits-eligible employees

The College provides regular benefits-eligible employees with up to \$5,000 reimbursement of fees associated with infertility treatments or services.

Definitions and Regulations:

The maximum paid per employee per calendar year is \$5,000 and covers costs for services not covered by an employee's health insurance plan. This benefit is pro-rated for employees working less than full time; the amount is based on full-time equivalency. This benefit covers costs for services for a regular benefits-eligible employee or the employee's spouse or same-sex domestic partner. The employee, spouse or same-sex domestic partner does not have to be enrolled in a health insurance plan through Dartmouth College in order to request reimbursement for this

benefit. The payment, which is made through the employee's paycheck, can be paid out in a lump sum or in smaller amounts as the employee pays for treatment/services. The funds are not subject to taxation. Payment will be processed in the employee's next available paycheck.

Procedure:

To apply, the faculty or staff member must request reimbursement using the Request for Infertility Treatment Expense Reimbursement form and provide appropriate supplementary documentation (e.g. invoices and proof of payment). This must be sent to the Health Benefits Administrator

Documentation:

<http://www.dartmouth.edu/~hrs/benefits/infertility.html>

7% Special Benefit

Applies to: Certain salaried (exempt) benefits-eligible employees

Certain salaried (exempt) employees who are age 40 and older receive an additional 7% of their base salary from the College. This may be taken as taxable income, or, as is strongly encouraged by the College, it may be contributed to the employee's Supplemental Retirement Account (SRA). Those eligible to receive this benefit include the following:

- All faculty members; and
- All staff in salaried positions as of June 30, 2010 who remain in a salaried position and who have already reached or will reach the age of 40 on or before December 31, 2015.