

Your HSBP Benefits-At-A-Glance:  
**NYC Health + Hospitals**





# Welcome to the Hospitals House Staff Benefits Plan (HSBP)!

The HSBP Trustees understand how important it is for you to have additional benefits coverage.

Once you enroll, you will be eligible for Committee of Interns & Residents HSBP Legal Services Plan (CIRLS) and for Quality Improvement/Patient Safety Education and Training Scholarships.

We hope this gives you peace of mind as you focus on caring for your patients.

We believe you'll find this Benefits-At-A-Glance useful, as it describes your benefits provided through the House Staff Benefits Plan (HSBP) for you and your covered dependents as of July 1. The only authorized information concerning your benefits is in writing from the Board of Trustees acting in their official capacity and whose sole decision regarding benefits is final. The trustees reserve the right to change or discontinue the eligibility rules and the type and amounts of benefits under this Plan at any time.

You can also learn more by:

- Visiting our website ([cirseiu.org/benefits](https://cirseiu.org/benefits)) and click on your hospital's name)
- Emailing the Fund office at [benefits@cirbenefitfunds.org](mailto:benefits@cirbenefitfunds.org)
- Calling the Fund Office (212) 356-8180

For a complete description of your benefits and rights, please read the Summary Plan Description (SPD) — also located on the CIR website under “Benefits” — which serves as the Plan Document.

**With best wishes for a successful and fulfilling medical career,  
Your HSBP Trustees**

## When You Get Supplemental Benefits And Who You Can Cover

To enroll in coverage, complete an enrollment form and return it to your CIR organizer within 31 days of your first day of work. You and your enrolled family members' coverage starts on your first day of work. Outside of Orientation and Open Enrollment, there are circumstances where special enrollment is possible. Please review the [HIPAA Notice of Special Enrollment Rights](#).

### During Open Enrollment in July or January, please note that:

- You need to provide a Social Security Number (SSN) for you or your covered dependents. You will also need to provide a copy of a marriage license or birth certificate(s) for children; if you are missing either of these documents you can submit [this](#) affidavit instead via [this](#) update form.
- If you are enrolling a domestic partner, you'll need to submit the Domestic Partnership application found on [cirseiu.org/benefits](http://cirseiu.org/benefits) by selecting your hospital's name.



## Continuing Learning Program (CLP) - \$1,500 Reimbursement

If you are going to go to conferences and/or take online courses to meet your residency requirements, make sure you submit your expenses to CLP to receive reimbursement.

### You can also get reimbursed for:

- Medical Conferences
- Online Courses
- Board Review Courses

PGY Level	Maximum Reimbursement
1 – 3	\$1,500
4 – 6	\$1,500
7 – 9	\$1,500

### Get Reimbursed for expenses for Registration and Travel Arrangements

- Abstract Submission
- Car Rides
- Car Rentals
- Gas & Tools
- Hotels / Lodging
- Meals
- Planes / Trains
- Posters
- Registration
- Tuition

### Take a course or conference after graduation

- Before you graduate and still on payroll pay for a course or medical conference.
- Schedule the course or medical conference within 6 months of termination.

## CLP Expansion - Effective 7/1/22

Members can now utilize their CLP reimbursement benefit for additional items. The CLP benefit will remain at a maximum of \$1,500 every three PGY years. The new items are listed in the table below:

Board Exam Fees	Books & eBooks*	Equipment (Scrubs, Stethoscope, Surgical Loupes, Pulse Oximeter, Surgical Shoes)
Fellowship Application	Software or electronic medical apps	Dues & Journals for Medical Specialty Societies

\* You can receive more than one book only if each book has a different title.

# Professional Educational Plan (PEP) - \$750 Reimbursement

You work hard to ensure the safety of your patients. Make sure you are utilizing your PEP to get reimbursed for expenses you are paying out of your pocket.

## Receive \$750 Reimbursement Every Plan Year For One Of The Following

- Audio Medical Resources
- Blood Pressure Monitor
- Board Exam Fees
- Books and eBooks<sup>1</sup>
- Dictation Recorder
- Dues
- Examination Fees
- Fellowship Application
- Journals for Medical Specialty Societies
- License Application & Fees
- Medical Equipment or Medical Recorder
- Mobile Electronic Medical Devices - MEMD (Laptops, Smart Phones, Tablets)\*
- Covid-19 Medical Equipment
- Pulse Oximeter
- Scrubs
- Stethoscope
- Surgical Loupes
- Surgical Shoes (clogs)
- Visual Medical Resources

## Carry Over Your Balance To The Next Plan Year

If you have not used your full benefit, you can rollover the balance and use it in the next plan year.

## PEP Tax Implication

Federal law limits the amount of the PEP reimbursement that can be used tax-free towards your initial licensing to under \$600. A reimbursement for an initial license fee that costs \$600 or more will be considered taxable income. You will receive a 1099 to be included with your W2 when you file your taxes.

<sup>1</sup> You can receive more than one book only if each book has a different title.

\*The maximum reimbursement for one Mobile Electronic Medical Device is limited to 75% of the total device cost up to the Plan Year maximum.

Only one mobile device per Participant per Plan Year (July 1 – June 30). Mobile devices will not be reimbursed if purchased in the last 6 months of your residency.





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Designed for language learners at all levels, from beginner to advanced.



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- **Award-winning mobile apps** for iPhone and Android smartphones and tablets let you learn on the go.
- **Available in 24 languages** so you can meet your learning goals.

## SUPPORTED LANGUAGES

- Arabic
- Chinese (*Mandarin*)
- Dutch
- English (*US*)
- English (*UK*)
- Filipino (*Tagalog*)
- French
- German
- Greek
- Hebrew
- Hindi
- Irish
- Italian
- Japanese
- Korean
- Persian (*Farsi*)
- Polish
- Portuguese (*Brazil*)
- Russian
- Spanish (*Latin*)
- Spanish (*Spain*)
- Swedish
- Turkish
- Vietnamese

Email inquiries to [cirbenefits@rosettastone.com](mailto:cirbenefits@rosettastone.com)

## NYC H+H Child Care Reimbursement Benefit

The child care benefit assists you in paying a portion of your child care expenses. Every calendar year, you are eligible to receive up to \$3,500 per household. The plan follows IRS Publication 503 guidelines to keep the benefit tax-free. Every bit counts when it comes to day care, so don't forget to apply for this great reimbursement benefit.

### NYC H+H Childcare Reimbursement Benefit - \$3,500 Reimbursement For children under age 13

- We recognize the financial impact of starting a family while going through residency.
- If you are paying for a caregiver to take care of a child while you and your spouse are at work, you can submit proof and receive up to \$3,500 each calendar year (January - December).



### Caregiver Can Be One Of The Following

Family Member	Babysitter / Nanny	Au Pair
Pre-School	Recreational Day Camp	Before School Program
Housekeeper / Maid / Cook	Childcare Facility	Childcare at your home or another person's house
Nursery School	After School Program	Childcare Programs below Kindergarten

## Supplemental Dental Reimbursement Benefit

### \$1,000 Reimbursement

This benefit supplements your dental coverage. The plan pays 100% of the amount you paid in coinsurance or copayments for services covered by your primary dental plan, up to a maximum of \$1,000 per person, per plan year (July 1-June 30). Submit your Explanation of Benefits (EOB) with a reimbursement form found on the CIR website ([cirseiu.org/benefits](http://cirseiu.org/benefits) and click on your hospital's name).

## Supplemental Major Medical Reimbursement Benefit

### \$1,000 Reimbursement

This benefit supplements your medical coverage. The plan pays 20% of what your medical carrier pays the provider, up to a maximum of \$1,000 per person, per plan year (July 1-June 30). Submit your Explanation of Benefits (EOB) with a reimbursement form found on the CIR website ([cirseiu.org/benefits](http://cirseiu.org/benefits) and click on your hospital's name).

## Supplemental Obstetrical Reimbursement Benefit

### \$1,000 Reimbursement

Lactation Classes, as well as breast pumps and accessories are eligible for this reimbursement.

## Medical Benefits

Your primary source of medical and prescription drug coverage is your hospital/employer. To have this coverage, you must enroll for it through your hospital's/ employer's benefits department.

### Supplemental Reimbursements

The Plan will reimburse you for out-of-pocket expenses you incur from your primary medical, dental, and prescription drug insurer.

### Types of Supplemental Reimbursement Benefits

- Dental - Up to \$1,000
- Major Medical - Up to \$1,000
- Obstetrical - Up to \$1,000
- Newborn - Up to \$1,000
- Outpatient Mental Health - Up to \$5,000
- Prescription Drugs - Up to \$750

### Transgender Benefits are Part of Your Supplemental Coverage

Transgender benefits are provided to those who need access to medical and surgical care to transition to the appropriate gender. Transgender benefits coverage includes knowledgeable primary care, HRT and prescription medication, access to gender-specific and transition-related care as well as mental health outpatient care.



## Supplemental Prescription Drug Benefit - \$750

- This supplemental prescription reimbursement benefit should be used with your employer's primary prescription drug plan.
- The Plan highly recommends that you enroll in the employer's prescription drug plan for yourself and, if applicable, your family. Whenever possible, use your primary prescription drug plan coverage before using this supplemental benefit.
- Prescription drug cards will be issued at \$750 per eligible family member. Members can obtain discounts for prescription drugs at any Express Scripts provider nationwide.

\*\*\*PICA is an employee benefit. Any questions should be directed to your employer benefits office

This is a sample of the Prescription IDcard, which includes your CIR Member IDnumber. You will receive this ID card in the mail from the insurer. Only the primary card holder's name will appear on the ID card.



### Prescription ID Card

**RxBIN** 003858  
**RxGrp** A4  
**Issuer** Default  
(80840) 9151014609  
**ID** CWK000100002  
**Name** JOHN Q SAMPLE



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## Supplemental Newborn Reimbursement Benefit \$1,000 Reimbursement

- If you have any unreimbursed medical expenses for the first 60 days of your child's life, such as pediatrician's fees for in-hospital newborn care or circumcision performed by a certified mohel, you can submit for reimbursement up to 1 year from date of service. Note that the Plan will pay for circumcisions by a physician (so long as coverage is denied by your primary coverage) or a certified mohel up to 24 months old.
- You can also use this benefit for Childbirth Education for up to six group sessions or 3 – 4 private sessions conducted by an accredited practitioner. Accreditation through one of the following organizations is required: CEA-International Childbirth Education Association; American Academy of Husband Coached Childbirth Education Association; ASPO-National Organization for the Lamaze Method; Childbirth Education Specialist, Inc.

## Supplemental Outpatient Mental Health Reimbursement Benefit \$5,000 Reimbursement

- You can get reimbursed up to \$160 per outpatient mental health visit with an eligible certified and licensed provider.
- Your eligible provider must complete your claim form(s) with the exact date(s), diagnosis, and procedure codes for which services were rendered.

## Employee Assistance Program (EAP) with WorkLifeMatters



Counselors are available 24/7 and are just a phone call away. WorkLifeMatters offers help to assist you with family and personal issues you might be facing or questions you might have.

- Anxiety
- Dependent Care & Caregiving
- Depression
- Drug & Alcohol Dependency
- Education
- Grief Assistance
- Legal & Financial
- Lifestyle & Fitness Management
- Parenting
- Pet Care
- Work Issues
- And More

# We are here to support you in managing life's challenges.

**WorkLifeMatters** is a free confidential employee assistance program provided through Guardian and Uprise Health (f.k.a. Integrated Behavioral Health).

## Vision Benefits with Davis Vision

It's easy to take good vision for granted. However, getting your vision checked each year is just as important as your annual physical or dental check-up. That's why the Plan offers vision benefits through Davis Vision, which includes eye exams, eyeglass lenses and frames, and contact lenses.

### Vision Benefits At-A-Glance

(Amounts are what YOU pay, unless noted otherwise)

	In-Network Benefit - Davis Vision Provider
<b>FREE EYE EXAM</b> (one every year beginning July 1)	\$0
<b>CLEAR PLASTIC LENSES</b> (one pair every year beginning July 1)	\$0
<b>FRAMES</b> (every two plan years: every other July 1) <b>DAVIS VISION COLLECTION</b>	\$0 co-pay for Fashion Frames \$0 co-pay for Designer Frames \$0 co-pay for Premier Frames
<b>CONTACT LENSES -</b> In lieu of eyeglasses	\$0 for Collection Contacts and lens fitting Or, Non-Collection Contacts: 15% discount of balance and lens fitting fee
<b>SCRATCH PROTECTION PLAN</b>	\$20 for Single Vision Lenses \$40 for Multifocal Lenses

### Out-of-Network Benefit

You will receive a maximum of \$50 per year toward an eye exam and \$150 toward materials. You must file a claim with Davis Vision to be reimbursed. This applies to eyeglasses or contact lenses.

Below is a sample of the Davis Vision ID card, which includes your CIR Member ID number. You will receive this ID card in the mail from the insurer. Only the primary card holder's name will appear on this ID card.



## Dental Benefits with Guardian Insurance

If your address is within the Tri-State Area (NY, NJ, CT) you are defaulted into the Managed Dental Guard (MDG) Plan. This plan lowers your cost for services rendered. If you do not select a dentist, you will be assigned a dentist near your home. If you already have a dentist and you want to continue to see that dentist, contact Guardian before July 30th or during the periods of open enrollment (either in July or January).

If your address is outside of the Tri-State Area you will be defaulted into the Dental Guard Preferred (DGP) Plan. This option is typically used for those residents whose family will continue to live outside the Tri-State area. This plan allows you greater choice of dentists, but you will pay more for services.

	MANAGED DENTAL GUARD	DENTAL GUARD PREFERRED Freedom to Go to Any Dental Provider	
	In-Network Only	Preferred Provider	Non-Preferred Provider
<b>PREVENTATIVE CARE</b>	\$0	\$0	\$0*
<b>DIAGNOSTIC VISIT</b> (Including bitewing X-rays)	\$0	20%	20%*
<b>MINOR SERVICES</b> (Including crowns and bridges)	\$0 - \$316	20%	20%*
<b>MAJOR SERVICES</b> (Including oral surgery)	\$0 - \$625	50%	50%*
<b>ORTHODONTICS</b>	\$0 - \$2,425	\$1,800 Lifetime Maximum	\$1,800 Lifetime Maximum

\* You pay any charges above the Usual and Customary Rate (UCR). There is a \$25.00 annual deductible.

### Managed Dental Care

Plan Holder: \_\_\_\_\_ Plan Number: \_\_\_\_\_  
 Subscriber: \_\_\_\_\_  
 Subscriber ID: \_\_\_\_\_  
 Member: \_\_\_\_\_  
 Network: MANAGED DENTAL GUARD  
 Plan: \_\_\_\_\_ Office Visit Copay: \_\_\_\_\_  
 DDS Office Name: \_\_\_\_\_  
 DDS Office Number: \_\_\_\_\_ For Appointments: \_\_\_\_\_



This is a sample of the Dental ID card. You will receive this ID card in the mail from the insurer. Each family member will receive their own ID card.



## Disability Benefits

For purposes of our disability benefits, “disabled” means you can no longer perform the duties of your occupation due to accidental bodily injury, sickness, or a related medical condition, including pregnancy or childbirth. You must also be under the care of a licensed provider as defined by the state in which you work.

### Short-Term Disability (STD):

- Coverage begins on the eighth (8th) day of your disability. The maximum benefit payable is 70% of your weekly salary, up to \$875 per week, for up to 26 weeks.
- For complete guidelines, refer to your Summary Plan Description booklet.
- If you are going out on a disability leave, contact your employer as soon as possible.

### Long-Term Disability (LTD):

- The LTD plan pays you \$3,500 per month, in the event of a disability.
- LTD benefits typically start if you are still disabled after 26 continuous weeks.
- When you terminate employment, you will have the option to obtain a guaranteed individual policy, subject to certain conditions.

## QI/Patient Safety Educational Benefits

HSBP is committed to offering residents additional education and training to help you deliver safe, efficient and effective care to your patients.

### QI/Training Scholarships

- HSBP provides scholarships for eligible covered residents to attend one approved QI/Patient Safety Education and Training program available in the U.S. Participants will be eligible to receive a scholarship of up to \$3,000 per residency year to cover expenses related to registration, travel, and tuition.
- Covered residents accessing this benefit are responsible for securing time off (vacation or education leave time) to attend or participate in these educational opportunities.

## Even More Benefits

### Hearing Aid Benefit

A hearing test should be part of your regular health maintenance plan. Contact EPIC Hearing Healthcare.

### Term Life Insurance

If you die, a death benefit of \$150,000 will be paid to any beneficiary you name. A death benefit of \$20,000 will be paid to you if your legal spouse or domestic partner dies from any cause.

Other Important Information and required Notices can be found in the Summary Plan Description (SPD)/Plan Document.

### Identity Theft Monitoring

Employees can enroll in this program for free, as well as their dependents for a nominal fee. The IdentityForce Program will provide online global monitoring of:

- Bank account numbers
- Credit and debit cards
- Credit scores from one credit bureau
- Email addresses
- Medical ID numbers
- Passport numbers
- Phone numbers



## Patient Care Trust Fund

To learn more about PCTF grants and view our grant calendar, please visit [www.cirseiu.org/pctf](http://www.cirseiu.org/pctf) or contact the Patient Care Trust Fund at [PCTF@cirbenefitfunds.org](mailto:PCTF@cirbenefitfunds.org) or 917-985-1560.



## Patient Care Trust Fund (PCTF)

Founded by CIR members in 1981, the **Patient Care Trust Fund (PCTF)** is CIR's flagship health advocacy foundation. Through grantmaking and member engagement, we support emerging housestaff leaders at NYC Health + Hospitals who are interested in driving change in the nation's largest public health system.

Each academic year, **PCTF awards H + H residents and fellows from every PGY with over \$1 million in individual and departmental grant funding to advance safety, quality, and equity** for your patients, hospitals, and communities. PCTF grants can be used to secure new medical, simulation, and other departmental resources as well as to pursue original research, community advocacy, and quality improvement initiatives.

To learn more about PCTF grants, eligibility, and the application process, please visit [cirseiu.org/pctf](http://cirseiu.org/pctf) or contact the Patient Care Trust Fund at [PCTF@cirbenefitfunds.org](mailto:PCTF@cirbenefitfunds.org).



## Employment Contract Review Benefit - You Pay Only 50% of the CIRLS Discounted Cost\*

- Review of your written contract by an attorney who specializes in physician employment contracts, followed by a discussion about the terms of the contract by phone or in-person.
- Covers contracts for employment in AZ, IN, NY, NJ, CT, CA, FL, MA, MD, NM, PA, VA, WA and Washington, DC.
- The typical cost for contract review can range from \$600 to \$1,300, but CIRLS have negotiated discounted rates for residents and fellows employed by participating CIR hospitals. In addition, CIRLS will pay \$200 toward the discounted fee.
- Receipt of a CIR-prepared post-residency employment contract packet designed to enable you to better understand your contract. Includes a valuable checklist.

**\*The Contract Review Benefit may only be used once by a CIRLS participant during their residency or fellowship.**

For details, see the HSBP CIR Legal Services Summary Plan Description found on the CIR website ([cirseiu.org/benefits](http://cirseiu.org/benefits)) under your hospital's name. Click "Benefits" and then select your hospital from the drop-down menu.

## Legal Services Covered at CIRLS Hospitals

- Bankruptcy & Debt Problems
- Consumer Protection
- Credit Rating
- Criminal Matters
- Document Review
- Education Law
- Employment Contract Review
- Estate Matters
- Family Matters
- Immigration
- Landlord - Tenant Problems
- Medical Licensure
- Name Changes
- Real Estate
- Unemployment Benefits
- Wills, Living Wills and Power of Attorney

# Contact Information

For questions on benefits coverage, please see the information below:

BENEFIT	ADMINISTRATOR	CONTACT INFORMATION	
Dental Group # G-417732	Guardian Managed Dental Guard (MDG) Guardian Dental Guard Preferred (DGP)	Phone: Days/Hours: Website:	(888) 618-2016 M – F, 9:00 a.m. to 8:00 p.m. EST <a href="http://www.guardiananytime.com">www.guardiananytime.com</a>
Employee Assistance Program (EAP)	Guardian Integrated Behavioral Health (IBH)	Phone: Days/Hours: Website:	(800) 386-7055 / Emergency access 24/7 M – F, 9:00 a.m. to 8:00 p.m. EST <a href="https://ibhworklife.personaladvantage.com">https://ibhworklife.personaladvantage.com</a> Username: Matters / Password: wlm70101
Hearing Aid	EPIC Hearing Healthcare*	Phone:  Days/Hours: Website:	(866) 956-5400 *Identify yourself as a CIR House Staff Benefits Plan Member M – F, 6:00 a.m. to 6:00 p.m. EST <a href="http://www.epichearing.com/individual-family-plans/already-epic/">www.epichearing.com/individual-family-plans/already-epic/</a>
Legal Services	CIR Legal Services Plan (CIRLS)	Phone: Days/Hours: Fax: Email: Website:	(212) 356-8195 M – F, 9:00 a.m. to 5:00 p.m. EST (212) 504-3057 <a href="mailto:cirls@cirseiu.org">cirls@cirseiu.org</a> <a href="http://www.cirseiu.org/legalservice">www.cirseiu.org/legalservice</a>
Life Insurance Group # G-348692	Guardian Life Insurance	Phone: Days/Hours: Fax: Website:	(800) 525-4542 M – F, 8:00 a.m. to 6:00 p.m. EST (610) 807-2724 <a href="http://www.guardiananytime.com">www.guardiananytime.com</a>
Prescription Drug Group # JRGA	Express Scripts, Inc. (ESI)	Phone:  Days/Hours: Website:	(866) 439-3658 / Pharmacist only: (800) 235-4357 TDD for hearing impaired: (800) 972-4348 M – F, 9:00 a.m. to 5:00 p.m. EST <a href="http://www.express-scripts.co">www.express-scripts.co</a>
Short-Term Disability Long-Term Disability	HSBP Fund Office	Phone: Days/Hours: Email: Website:	(212) 356-8180 M – F, 9:00 a.m. to 5:00 p.m. EST <a href="mailto:benefits@cirbenefitfunds.org">benefits@cirbenefitfunds.org</a> <a href="http://www.cirseiu.org/benefits">www.cirseiu.org/benefits</a>
Vision	Davis Vision (Client code: 2200)	Phone: Days/Hours: Website:	(800) 999-5431 / automated assistance available 24/7 M – F, 8:00 a.m. to 11:00 p.m. EST; Sat., 9:00 a.m. to 4:00 p.m. EST; Sun., 12:00 p.m. to 4:00 p.m. EST <a href="http://www.davisvision.com">www.davisvision.com</a> and enter client code 2200



**The House Staff Benefits Plan staff can help with all areas of benefits,  
including questions about appeals, COBRA, reimbursements, ID cards and more.  
For questions about the Plan, contact the HSBP Fund Office.**



10-27 46th Avenue, Suite 300-2

Long Island City, NY 11101

Phone: [\(212\) 356-8180](tel:2123568180)

Monday - Friday 9:00 am - 5:00 pm EST

EST Fax: (212) 356-8181

Email: [benefits@cirbenefitfunds.org](mailto:benefits@cirbenefitfunds.org)



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