

May 18, 2009

## Welcome to Emory!

This letter contains important information about Emory University's benefit programs. As a new employee, you become eligible to participate in Emory's benefit programs on your first day of employment. The 2009-2010 Medical House Staff Benefits Guide is available online at [www.hr.emory.edu/mhsbenefits](http://www.hr.emory.edu/mhsbenefits) to provide you with detailed information on the benefit programs available. Use this Guide in making your annual enrollment decisions. It is also important for you to be aware that there is a time window in which you must make your benefit elections. You must make all benefit elections within **31 days from your date of hire**.

### Health Plan Coverage & Cost

Emory is pleased to provide medical, life and disability coverage for you at no cost. **Enrollment in these plans is automatic. You will be enrolled in the BCBS-GA PPO plan with single coverage; however, if you wish to enroll in the Aetna POS plan, or if you wish to add dependents to the medical plan, you must actively do so.** Dental coverage is also available. You must actively elect dental coverage and there is a payroll contribution for this coverage.

If you have eligible dependents you would also like to enroll under the Emory benefit programs, **you must enroll these dependents within 31 days of your date of hire. Emory will not automatically enroll dependents on your behalf.** If you and your spouse are in the Emory Residency Training Program at the same time, and have dependent children, a "Special Family" rate applies for health coverage. You can locate more information regarding employee contributions for the health plans in the 2009-2010 Medical House Staff Benefits Guide.

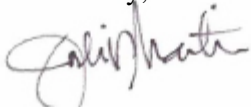
### Enrollment online is easy and convenient!

Once you have reviewed the health plan and cost information and are ready to enroll, you can find instructions on how to enroll online included with the 2009-2010 Medical House Staff Benefits Guide. Be sure to have all your dependent information (SSN's and dates of birth) and plan selections with you when you log on to ensure a smooth enrollment process. Enroll online at <http://leo.cc.emory.edu>.

### Resources & Information

Representatives from the Benefits Department will be available during orientation to answer any questions you may have about your benefits. If you have questions regarding the benefits offered by Emory or need additional information, please contact the benefits department by calling (404) 727-7613.

Sincerely,



Jodi Martin  
Director of Benefits

Cc: James R. Zaidan, MD, MBA; Associate Dean of Graduate Medical Education  
Marilane Bond, EDD; Assistant Dean of Graduate Medical Education