

QUICK GUIDE TO UC BENEFITS CONTINUATION WHILE ON LEAVE

- 1) **While on leave with UC pay status (i.e. Sick Leave, Vacation/PTO, UC Pay for Family Care and Bonding (PFCB)):**
 - a. Health and Welfare benefits continue while on leave with pay just as if you are regularly working.
 - b. Employee portion of your premiums will continue to be deducted from your paychecks.
 - c. UC continues to pay the UC contribution of the premiums.
- 2) **While on leave without pay from UC but on leave under a leave entitlement:**
 - a. UC continues to pay the UC contribution to your medical, dental and vision insurance while on the following leave entitlements:
 - i. Pregnancy Disability Leave (PDLL)
 - ii. Family and Medical Leave Act (FMLA)
 - iii. California Family Rights Act (CFRA)
 - b. You are responsible for your employee portion of your premiums just as you would if you were working. UCPath will send you a Benefits Billing Statement detailing payment amounts and due dates. You may submit payments online via the [UCPath Benefits Billing Portal](#) or pay by check.
- 3) **While on leave without pay from UC and receiving Short-Term Disability Insurance benefits from Lincoln Financial but your leave is not under a leave entitlement:**
 - a. If you are receiving Short-Term Disability benefits from Lincoln Financial you are eligible for the UC contribution to your medical insurance through the month after your Short-Term claim ends.
 - b. You are responsible for dental and vision premiums, if any, along with your employee portion of your medical insurance premium. UCPath will send you a Benefits Billing Statement detailing payment amounts and due dates. You may submit payments online via the [UCPath Benefits Billing Portal](#) or pay by check.
- 4) **While on leave without pay from UC and not under a leave entitlement or receiving Short-Term Disability:**
 - a. You are responsible for full premiums (including the UC contribution portion) for medical, dental and vision insurance along with your normal employee costs. UCPath will send you a Benefits Billing Statement detailing payment amounts and due dates. You may submit payments online via the [UCPath Benefits Billing Portal](#) or pay by check.
- 5) **You will receive a Benefit Billing Election Form and Current Enrollments email from the HR Leave Administration:**
 - a. Send the form to UCPath to opt out of any coverage or continue your FSA while on leave. No action needed if you have no changes during leave. See [Health FSA](#) or [Dependent Care FSA](#) for more information.
 - i. To cancel coverage, follow directions on the Benefit Billing Election Form.
 - b. You may check your enrollments anytime on [UCPath](#) > Health and Welfare > Benefits Summary.

UCPath Benefits Billing due dates and contact information:

Benefits Billing payments are due 30 days from the invoice date. UCPath will send you a billing statement at the beginning of the month for the current coverage month (For example, you will receive a January 1 invoice for your January benefits coverage).

For further assistance, please log into your UCPath portal <https://ucpath.universityofcalifornia.edu/home>, Click [Submit An Inquiry](#). Select Topic **Benefits**, Select Category **Benefits Billing**, Enter your Subject, Enter your Description, Verify Best Contact Number and Email, Click Add Attachment (if necessary), Click **Submit**.

To challenge a billing amount: contact [UCPath Benefits Billing](#) or check in with the HR Leave Administration to verify a billing amount if different than what was planned in your benefits billing email notice.