

## 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 at the end of the month prior to the month of coverage (For example, for coverage in February, the payment would be due January 31st.).

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 HR Leave Administration to verify a billing amount if different than what was planned in your benefits billing email notice.