



UnityPoint Health

# UnityPoint Health Education Assistance Program 2024





# Agenda

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## **Education Assistance Program Overview**

- Benefit Overview
- Application Submission & Payment Process
- Education Coaching
- Education Network

## **EdAssist Site Demonstration**

- Application Process Demo

## **Contact Us**

## **Questions**



# Education Assistance Program Overview



# Who is eligible?\*

Team Members must meet the following criteria at the time of application approval and payment processing.

- Must be an Active Employed Team Member scheduled to work at least 32 hours per pay period
- Employed Team Members will be eligible after 6 months of employment
- Employed Team Members must be in Good Standing and have not had a formal written performance corrective action plan within the previous 12 months

**NOTE:**

- UnityPoint Health Team members that are part of the Dubuque SEIU Local 199 Union are not eligible to participate in this program and should reference their collective bargaining agreement for more information.
- UnityPoint Health - Meriter Team Members are not eligible to participate in this program and should reference their Tuition Assistance Policy.

# What is the annual benefit amount?\*

Education Program	Eligibility Criteria	Annual Benefit Amount
Associate Degree Bachelor's Degree Master's Degree Doctorate / PhD MBA / EMBA JD	Includes all undergraduate / graduate level coursework required to complete an approved degree. Courses should result in a final grade (letter grade or pass/fail).	<u>Full-Time Team Members</u> (64-80 hours / pay period):  \$5,250 / Year
Certificate (For-Credit Only)	Includes all courses required to complete an approved Certificate program in an approved area of study. Courses must have a measurable completion requirement such as a final grade (letter grade or pass/fail) and must result in academic credit.	
Certifications	Includes prep courses, materials, exams, re-certifications and CEUs required to maintain or renew certification, in an approved area of study. Payment for prep courses and materials will be eligible only after evidence of passed exam. Learning requirements for recertification (CEUs) will be eligible with evidence of certification renewal.	<u>Part-Time Team Members</u> (32-63 hours / pay period):  \$2,625 / Year
Assessments	Prior Learning Assessments (PLA) and tests used to document knowledge for the purpose of granting credit toward an approved degree (e.g. - CLEP, ACE, DANTES).	

# What is covered?\*

- All educational programs must be related to the Team Member's current job or an established career path within UnityPoint Health.
- Eligible expenses include tuition, required textbooks, and mandatory course-related fees such as registration or admissions fees, lab fees, technology fees, library cards, and graduation fees.
- Team Members are responsible for all ineligible expenses including, but are not limited to: meals, lodging, transportation and tools or supplies (other than textbooks) that can be kept after completing the course of instruction.
- Eligible expenses will be covered up to the annual benefit amount for the calendar year in which the course ends. Payment amounts are based on the Team Member's Full-Time/Part-Time status at the time of payment processing.

# What is the process for submitting applications?\*

- Log into Bright Horizons EdAssist Solutions, <https://unitypoint.edassist.com>, to submit an application, view resources regarding your tuition benefit, schedule a coaching session, or submit a support ticket.
- **Applications should be submitted no earlier than 90 days prior to the course start date and no more than 30 days beyond the course start date.**
- After the application is approved, team members make all required payments directly to the educational provider. Team Member must submit a course approval application for each quarter, semester or academic term.
- UnityPoint Health will reimburse team members for eligible expenses upon successful completion of the course.



# Benefits of the EdAssist Education Network



## Nationwide Network

- Industry's largest network of 220+ educational partners
- Online and on campus
- Curated partnerships for in-demand areas of focus

## Benefits Include:

- Tuition reductions and waived fees, deferred payment
- 100% of savings passed directly to you
- Course credits for prior learning
- Custom education programs for critical skills needs



# Education Coaching



Connect with experts to help make the very best decisions for your education

- **Reduce costs and accelerate your education**
- Identify education programs **tightly aligned with your career objectives**
- **Personalized education plan**
- Advice also available for **financial questions related to education**

# Coaching Options

## POLICY EXPERT COACHING

- Helps employees understand what is covered by their program and make sure they are on the right track with the application process
- Provided by Employee Service policy specialists dedicated to client-specific portfolios
- Enables quick response to program questions and helps employees get maximum benefit from the program

## FINANCIAL WELLNESS COACHING

- Helps employees identify the best financing options for their education goals outside of their education benefit
- Provided by experts with financial aid, loans, and scholarships, backgrounds
- Impartial advice which supports financial wellness by reducing or eliminating out of pocket costs

## ACADEMIC COACHING

- Guides employees to programs that fit their career goals and learning format preferences
- Coaches have backgrounds in higher education, adult learning and non-traditional students
- Helps employees who are uncertain of their education path and need help navigating a variety of program options

# EdAssist Site Demo





## Course Completed: Next steps \*

The Team Member must submit both the following **within 60 days** of course completion to receive reimbursement:

- ❑ Appropriate evidence of successful completion (i.e., grades, CEUs, certificate of successful completion, etc.)
- ❑ An itemized invoice of tuition and fees with proof of payment
- ❖ NOTE: Textbooks can be included in the total application cost for traditional reimbursement. No separate application is required.

# We're here for YOU

You can contact us when you need to.



Resources at Your  
Fingertips



Live Chat – Message us  
with Questions



Submit a Support Ticket

# QUESTIONS?

