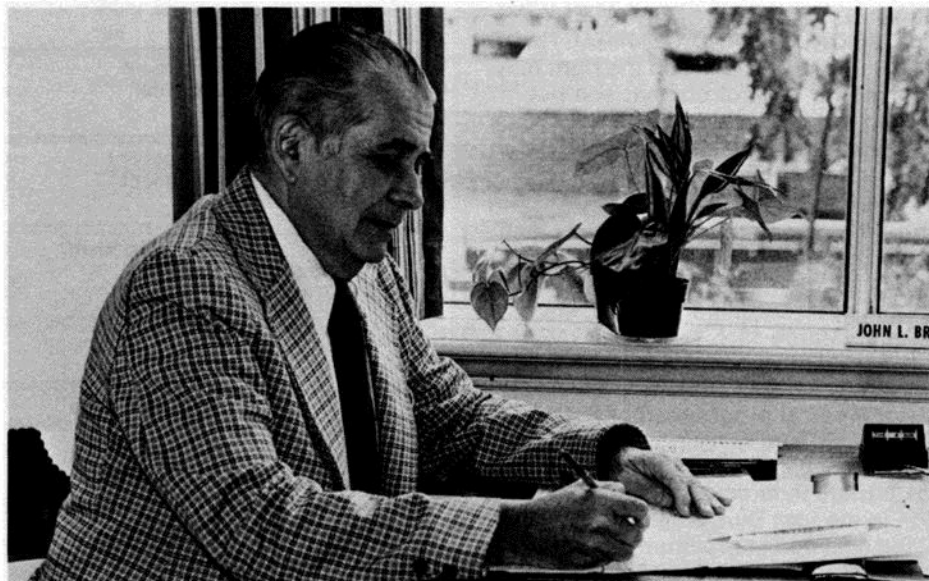


Planning to Retire— Sometime?

Whether in one year or twenty, everyone expects to retire some day. But often, less planning goes into what may be a quarter of a person's adult life than into next winter's wardrobe.

A small task force is getting together to discuss the possibility of pre-retirement planning seminars. Experience at other places suggests that the chance to get together in small groups to discuss subjects such as housing and health after retirement, financial planning, legal questions, and what to do with those extra hours can stimulate ideas—and sometimes reduce anxieties.

If you would be interested in being part of the task group holding these preliminary discussions, call extension 6093.



John L. Brogan, Jr., manager of the faculty-staff housing service.

Something on Your Mind?

Question: What happened to all of those performance review forms that were filled out last spring?

Answer: After they were reviewed by a member of the Personnel Relations staff (mainly to make sure that they had been signed and seen by both supervisor and employee) they were filed in the central personnel files in the Franklin Building.

Question: How many performance reviews were conducted?

Answer: The review process included the approximately 2,000 non-probationary support staff personnel (office and technical).

Question: What is the value of the performance review process?

Answer: Good management practice involves periodic, formal appraisal of work performance and individual achievement on a continuing basis when employees and supervisors have worked together for many years. And there are, of course, many new employees, new supervisors, and others who are not new to the University but are new to each other. For these the review process provides a regular (and sometimes a much needed) opportunity to sit down and discuss strengths, weaknesses, and objectives together. Sometimes it provides the first answer to an employee's unspoken question, "Am I doing a good job?"

More questions about the performance review process will be answered next month.

Faculty and Staff Housing Service

"We need rooms and apartments for short term visiting staff. We need places for two weeks, for four weeks. We urge faculty and staff who have rooms, apartments, or homes for sale or rent to list them with us. Even if they are also listed with a realtor it is appropriate to list with us."

So says John L. Brogan, Jr., who is managing the new faculty and staff housing office in room A on the first floor of the Faculty Club (extension 4083). And he should know. After more than 16 years as Director of the Residence Listing Service, which was operated for students as well as staff, he brings a wealth of experience to his new office.

"Not everyone understands the advantages of buying in University City, including the great mortgage arrangements that can be made through the University," he adds. "But we are interested in available housing that is attractive whether it is nearby or in the suburbs. Just call us."

Introduction

The following information highlights and compares the six health care programs which are available to University faculty and staff personnel. Every effort has been made to assure the accuracy of the information presented here. IT SHOULD BE KEPT IN MIND, HOWEVER, THAT THIS MATERIAL IS INTENDED TO FACILITATE GENERAL COMPARISON AMONG THE PLANS. DETAILED INFORMATION ABOUT THE SERVICES AND BENEFITS OF EACH PLAN IS PROVIDED SEPARATELY IN THE BOOKLETS AND CONTRACTS OF EACH PLAN. The chart on the right may be used for ease of comparison but should not be considered to be a basis for determining claims eligibility within any particular plan.

Personnel who desire to enroll, end enrollment or change enrollments may do so upon employment, upon completion of six months service, or during the annual open enrollment period, March 1 through March 15.

Personnel who were enrolled in the University's Blue Cross-Blue Shield B, Major Medical program on or before July 31, 1979, may maintain participation in that plan if they wish or may elect to upgrade their coverage by participation in the new Blue Shield 100 program at the next open enrollment opportunity. The cost to subscribers who elect Blue Shield 100 is \$3.86 per month for single and \$11.13 per month for family coverage.

The Blue Shield 100 plan provides substantially better coverage than the B plan allowances for physician services and medical procedures. Personnel who wish to switch from Blue Shield B to 100 will have a special opportunity to do so during the months of October, November, 1979. Personnel with Plan B coverage who elect a change to 100 during the October-November open enrollment period will have the new coverage beginning in January 1980. An additional opportunity for change will be available during the March 1-15 open enrollment period.

Please note also that continuing participation in Blue Shield B is maintained only for University personnel who were enrolled prior to August 1, 1979. No new enrollments or reenrollments may be accepted for Blue Shield B coverage in the future. Under the terms of our agreement with Blue Cross of Greater Philadelphia and Pennsylvania Blue Shield all new enrollments or switches from HMO coverage will be to the 100 plan.

Comparison of Health Care Options

Benefit Plan Name	Blue Cross/Blue Shield 100/ Major Medical	Philadelphia Health Plan
Abbreviation	BC/BS/MM	P.H.P.
Type of Plan	Hospitalization, medical, surgical service & major medical insurance	**PGPP
Service Area and Emergencies	Guaranteed benefits in any qualified hospital—services of any physician up to UCR†	5 Delaware Valley Counties and Burlington, Camden and Gloucester Counties—Emergency treatment anywhere covered in full
In-patient Hospital	Up to 120 days, Semi-private room with \$5/day co-payment for 1st 10 days	No maximum limit
Out-patient Treatment	Covered at hospital w/in 72 hours of accident or med. emergency—\$5 co-payment	Covered in full
Physician Visits: Hospital Office Home	Covered in full 80% covered Maj Med, \$100 Ded 21 visits covered if applicant is subscriber is totally disabled, \$25 ded	Covered in full Covered in full Covered in full
Physician Care Surgery Anesthesia Consultants	Covered up to UCR† Covered up to UCR† Covered up to UCR†	Covered in full Covered in full Covered in full
Laboratory X-ray Cardiogram	Covered in full for diagnostic purposes only	Covered in full
Maternity	Covered up to UCR†	Covered in full
Preventive Medicine, Physical Exam	Not covered	Covered in full
Eye, Ear Exams	Not covered	Covered including refractions. Hearing aids & glasses not covered
Mental inpatient: Hospital Physician	Per year: 30 days per year 30 days per year	30 days per Benefit Period 30 days per Benefit Period
Mental outpatient: Physician	Up to 50 visits per year, \$12.50 per visit	3 visits covered for diagnostic and evaluation purposes. Next 17 visits \$10 per visit
Dependent Definition	Spouse and unmarried dependent children to age 19 or to age 23 if a full time student	Spouse and unmarried children to age 19 or to age 25 if a full time student
Rates (monthly) Single	\$29.66	\$41.06
Family	\$86.04	\$110.47

All rates good through 3/31/80.

Health Service Plan of Penna.	Health Maintenance Organization of Pennsylvania	Greater Delaware Valley Health Care, Inc.	Health Care Plan of N.J.
H.S.P.	H.M.O. of PA	The Health Plan	H.C.P. of N.J.
**PGPP	*IPA	*IPA	**PGPP
5 Delaware Valley Counties in Penna., plus parts of N.J. Emergency treatment anywhere—covered in full	5 Delaware Valley Counties in Penna. Emergency Treatment anywhere—covered in full	Delaware County, contiguous areas Montgomery, Chester and Philadelphia counties. Emergency treatment anywhere covered in full.	Burlington, Camden, & Gloucester Counties Emergency treatment anywhere covered in full
No maximum limit	No Maximum Limit	No maximum limit	No maximum limit
Covered in full	Covered in full. \$5 co-payment for physician services in emergency cases	Covered in full	Covered in full
Covered in full	Covered in full	Covered in full	Covered in full
Covered in full	Covered \$2 co-pay per visit	Covered in full	Covered in full
Covered \$7 co-pay per visit	Covered \$5 co-pay per visit	Covered \$5 co-pay per visit	Covered \$5 co-pay per visit
Covered in full	Covered in full	Covered in full	Covered in full
Covered in full	Covered in full	Covered in full	Covered in full
Covered in full	Covered in full	Covered in full	Covered in full
Covered in full	Covered in full	Covered in full	Covered in full
Covered in full	Covered in full	Covered in full, including well-baby care	Covered in full
Covered in full	Covered in full	Covered in full	Covered in full
Covered including refractions. Hearing aids & glasses not covered	Covered including refractions. Hearing aids & glasses not covered	Covered including refractions for children up to 18. Hearing aids and glasses not covered.	Covered including refractions (\$5 co-pay). Hearing aids not covered.
45 days per year	35 days per year	60 days per year	30 days per year
45 days per year	35 days per year	60 days per year	30 days per year
30 visits per year 1st 3 visits covered in full. Next 27—you pay \$10 per visit.	20 visits per year 2 visits no co-pay, next 3-10—\$10 co-pay, Next 10—\$25 co-pay	20 visits per year. 1-3 no co-pay, 4-10 25% co-pay, 11-20 50% co-pay.	20 visits per year. 1st 10—no co-pay, next 10—\$10 co-pay
Spouse and unmarried dependent children to age 19 or to age 23 if a full time student	Spouse and unmarried children to age 19 or to age 23 if a full time student	Spouse and unmarried dependent childrer to age 20 or 23 if a full time student.	Spouse and unmarried dependent children to age 19 or to age 23 if a full time student
\$39.00	\$38.10	\$44.10	\$33.54
\$92.97	\$92.20	\$116.08	\$89.54

Note: The University contributes \$25.80 per month for single and \$74.91 for family coverage in any of the above plans for subscribers with six or more months of full time service.

*Prepaid Individual Practice Association (IPA)—contracts with private physicians' offices located in the community. Medical care is provided in the physicians' own offices.

**Prepaid Group Practice Plan (PGGP)—a team of personal physicians and medical professionals practice together to provide members with medical care in a multispecialty medical center.

†Usual, Customary, or Reasonable

Retirements

In addition to those mentioned in previous *Newsletters*, the following members of the University faculty and staff have retired during the past months. The Office of Personnel Relations wishes them happy years of retirement—and is particularly pleased that many will continue to provide the University with the benefit of their years of experience on a part-time basis.

Faculty

John B. Alexander, 29 years
Tybel Bloom, 24 years
William H. Boghosian, 32 years
David J. Cohen, 33 years
Hugh M. Crumay, 32 years
John D. Durand, 15 years
Francis G. Harrison, 30 years
Leo M. Hurvich, 17 years
Daniel Isaacson, 24 years
Julius A. Jahn, 18 years
John S. McGavic, 32 years
Dorothy A. Mereness, 14 years
John G. Miller, 48 years
Norman Palmer, 32 years
Matthew J. Pillard, 19 years
Monica Reynolds, 30 years
Andre C. Vauclain, 32 years
Vincent H. Whitney, 20 years

Medicine
SSW
EES
Medicine
Dermatology
Economics
Surgery
Psychology
Dental Medicine
SSW
Ophthalmology
Nursing
Chemistry
Political Science
Education
Animal Biology
Music
Sociology

Administrative Staff

Murray J. Achs, 13 years
Ira K. Blough, 4 years
J. Harold Dumm, 24 years
Henry Gimpel, 19 years
Frederic Harper, 16 years
Sylvia A. Hearl, 18 years
Christine Jackson, 23 years
Harry J. Martinko, 18 years

CIS
Env. Medicine
Aditor
Dental Medicine
Communications Serv.
CEAS
Law School
Residential Living

Salaried Support Staff

Raymond K. Alexander, 24 years
Millie A. Bakove, 11 years
Fannie Brown, 19 years
Winifred E. Cole, 8 years
Elizabeth B. Dieter, 17 years
Alline P. Dixon, 16 years
Norine Garofolo, 23 years
Philomena Gaudiello, 14 years
Shou S. Hwa, 10 years
Lonnie Jenkins, 18 years
Marjorie McIntosh, 13 years
Alexander A. McLennan, 6 years
Joseph A. Monteleone, 26 years
Jeanette Poppel, 18 years
Helen Skladaitis, 16 years
Ralph O. Woodward, 10 years

Library
Env. Medicine
Physical Plant
Law School
Wharton School
Library
Law School
Veterinary Medicine
Library
Physics
Animal Biology
Veterinary Medicine
Development
Provost's Office
Pathobiology
Biology

Hourly Support Staff

Millie Abbruzzese, 11 years
Edward W. Alston, 4 years
Lena Davis, 21 years
Carl L. Dutton, 12 years
Lucille Fersner, 10 years
Mary E. Green, 8 years
Joseph M. Kaufmann, 10 years
Elizabeth Martin, 18 years
John J. McCarron, 20 years
Della M. McCowan, 6 years
Stella B. Smith, 16 years

Physical Plant
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Introducing Jeanne Hitman

Ms. Jeanne E. Hitman joined the Personnel Relations' staff in late August as the Personnel Representative for the School of Medicine. Ms. Hitman replaces Ms. Barbara Johnson, who transferred to a similar position in FAS.

Ms. Hitman served as Administrative Assistant to the President of the Wharton Econometric Forecasting Associates, Inc., until her new appointment. In addition to her duties of office supervision and facilities management, she also coordinated the various personnel functions for over 100 employees.

Ms. Hitman is a graduate of James Madison University in Virginia.

Identification Cards

ID photos for faculty and staff are being taken in the Registrar's Office at the Walnut end of the second floor of the Franklin Building between noon and 1:00 p.m. Mondays through Fridays. On Tuesdays, the camera is clicking from 11:00 a.m. till 1:00 p.m.

Those needing ID cards should take a form signed by their departmental business administrator to the Registrar's Office. The original card is free, but there is a \$2.00 charge for a replacement.

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