



# City of Amarillo PT Minus/Temp Seasonal Employees 2025 Benefits Guide



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# Benefit Contacts

Resource	Phone in CST/Web Address
<b>City of Amarillo Benefits Department City Hall, 601 S. Buchanan Street, Rm. 104</b>	806-378-4235 (M-F, 8am to 5pm) <a href="mailto:Benefits@amarillo.gov">Benefits@amarillo.gov</a>
<b>Retirement Plan - OBRA (City of Amarillo Plan #0038510002)</b>	877-677-3678 – Customer Service (M-F, 7am to 10pm; Sat 8am to 5pm) <a href="http://www.nrsforu.com">www.nrsforu.com</a>
<b>Employee Assistance Plan (EAP) – Deer Oaks EAP Services</b>	888-993-7650 (24/7) or iConnectYou App (Passcode is 131997) <a href="http://www.deeroakseap.com">www.deeroakseap.com</a> (Username & Password – amarillo)
<b>Dental – MetLife Takealong Dental</b>	844-263-8336 – General Questions or Enroll by Phone <a href="http://metlifetakalongdental.com">metlifetakalongdental.com</a> – Enroll Online Referral Code - RMTADSOUTH

# Benefits Overview

## When Coverage Begins:

On the first day of employment, Part-Time Minus/Temp Seasonal employees will automatically be enrolled in the OBRA retirement and EAP benefit plans. You have the option to obtain dental coverage through our dental provider Metlife.

## Dental Plans

This is a voluntary dental plan that offers an individual dental policy, and it is provided through **MetLife TakeAlong Dental**.

There are three great programs to choose from:

PPO	Dental HMO/Managed Care <sup>3</sup>	MetLife Discount Dental <sup>4</sup>
<ul style="list-style-type: none"> <li>• Three benefit coverage levels to choose from: Low, Medium or High.</li> <li>• Flexibility to choose any licensed dentist, in or out of the network, and still receive benefits.<sup>1</sup></li> <li>• In-network providers accept negotiated fees, which are typically 30% – 45% less than the average charges in the same area.<sup>2</sup></li> <li>• No referral needed for specialty care.</li> <li>• Access to thousands of participating dental locations.</li> </ul>	<ul style="list-style-type: none"> <li>• Available to residents of California, Florida, New York and Texas.</li> <li>• Two benefit coverage levels to choose from: Low or High.</li> <li>• Pre-select a dentist at time of enrollment, who participates in the network.</li> <li>• Broad network of carefully screened general dentists and specialists who provide dental care at a reduced cost.</li> <li>• No waiting periods, claim forms, deductibles or annual maximums.</li> </ul>	<ul style="list-style-type: none"> <li>• This is a discount program and is not insurance.</li> <li>• Discount program for dental services from a nationwide network.</li> <li>• Save 5% to 50% on most dental procedures.</li> <li>• 5% to 20% savings on orthodontics including braces and retainers.</li> <li>• 5% to 20% reduction on specialist's fees.</li> <li>• Cosmetic dentistry included.</li> <li>• You may visit any dentist participating in the plan.</li> <li>• Not available in Washington, Utah and Vermont.</li> </ul>

## Dental Information

You can go to [www.metlifetakealongdental.com](http://www.metlifetakealongdental.com) and enter your zip code to review the different benefit options and premiums by plan.

If you choose to enroll in one of the dental plans, you will pay MetLife directly based on the dental plan chosen. Note, payroll deduct with the City of Amarillo is not an option with the part-time dental plans.

# Pension Benefits

## OBRA Plan with Nationwide

As a Part-time Minus or Temp/Seasonal employee or if you are changing status with the City of Amarillo, you are automatically enrolled in the OBRA plan as of date of hire. You do not pay into Social Security which requires you to participate in this Plan. The minimum amount you will contribute is 7.5% of your gross annual earnings, pre-tax per pay period. There is no employer match associated with this Plan. Your contributions are automatically placed in the Nationwide Fixed Account where you can earn interest on your contributions that varies between 2 to 3%. If you want to increase your per pay period contribution amount you can contact Nationwide by using one of the options listed below. You will be mailed an OBRA welcome package that will be sent to your home address on file where you will be required to make your beneficiary elections online or through the App.

If you want to contact Nationwide regarding your account or have an address or beneficiary change this information is provided below.

### **Nationwide OBRA Plan – Log into your account at [www.nrsforu.com](http://www.nrsforu.com)**

- **Contact Information**
  - Log into your account for the first time
    - ✓ Go to [www.nrsforu.com](http://www.nrsforu.com). Go to LOGIN Help & Sign up (on the Nationwide Main Page). Select Texas from the drop-down menu and search for “City of Amarillo.” If you need assistance through these screens, you can call Nationwide Customer Service at 1-877-677-3678.
  - Call Nationwide Customer Service
    - ✓ Telephone Number: 1-877-677-3678. M-F, 7am to 10pm CST and Saturday, 8am to 5pm CST.
  - Download the Nationwide App on your Smartphone
- **IRS 2024 Contribution Limits**
  - \$23,000 is the maximum yearly contribution.
  - If age 50 or older, an additional contribution of \$7,500 is allowed for a total annual amount of \$30,500.
- **Changes to your Contribution Amounts (Minimum is 7.5% of your Gross Annual Earnings)**
  - Online at [www.nrsforu.com](http://www.nrsforu.com) (after you enrolled online for the first time).
  - Call Nationwide Customer Service at 1-877-677-3678.  
**Note:** Per the IRS requirements, any contribution changes above the mandated 7.5% will be effective at the beginning of the first available pay period after the contribution change from Nationwide is received by the Benefits Department.
- **Address/Name Change**
  - Address/Name Changes – These changes are transferred electronically to the vendor.
- **Beneficiary Changes**
  - Select “View Account” and Click on Beneficiaries. Click on “Manage Beneficiaries.” Select Primary and Secondary Beneficiaries where they both add up to 100%.

You will also need to update your address or name change through Workday for City of Amarillo. See next section for information on these changes.

# Other Benefits/Information

## Name and Address Changes

Provided below is the information you will need to update your address or name change.

- **Address Change**
  - These changes can be updated in Workday either through your computer or on the App.
- **Name Change**
  - These changes can be updated in Workday either through your computer or on the App. Documentation for the name change will be required at time of request.

## Employee Assistance Program (EAP)

The Deer Oaks Employee Assistance Program (EAP) is a free service provided for you, your dependents, and household members that begins on your first day of employment. This program offers a wide variety of counseling, referral, and consultation services, which are all designed to assist you and your family in resolving work and life issues in order to live happier, healthier, more balanced lives. From stress, addiction and change management, to locating childcare facilities, legal assistance, and financial challenges, their qualified professionals are here to help. These services are completely confidential and can be easily accessed 24/7, offering you around-the-clock assistance for all of life's challenges. Counseling services are available in person, over the phone, or via telehealth where you and anyone living in your household receive up to six free, confidential counseling sessions per issue.

- ✔ **Program Access:** You may access the EAP by calling the toll-free Helpline number, using our iConnectYou App, or instant messaging with a work-life consultant through our online instant messaging system.
- ✔ **Telephonic Assessments & Support:** In-the-moment telephonic support and crisis intervention are available 24/7 along with intake and clinical assessments.
- ✔ **Short-term Counseling:** Counseling sessions with a qualified counselor to assist with issues such as stress, anxiety, grief, marital/family challenges, relationship issues, addiction, etc. Counseling is available via structured telephonic sessions, video, and in-person at local provider offices.
- ✔ **Referrals & Community Resources:** Our team provides referrals to local community resources, member health plans, support groups, legal resources, and child/elder care/daily living resources.
- ✔ **Advantage Legal Assist:** Free 30 minute telephonic or in-person consultation with a plan attorney; 25% discount on hourly attorney fees if representation is required; unlimited online access to a wealth of educational legal resources, links, tools and forms; and interactive online Simple Will preparation.
- ✔ **Advantage Financial Assist:** Unlimited telephonic consultation with an Accredited Financial Counselor qualified to advise on a range of financial issues such as bankruptcy prevention, debt reduction, financial planning, and identity theft; supporting educational materials available; unlimited online access to a wealth of educational financial resources, links, tools and forms (i.e. tax guides, financial calculators, etc.).
- ✔ **Alternate Modes of Support:** Your EAP offers support alternatives in addition to traditional short-term counseling including telephonic life coaching, AWARE stress reduction sessions, and virtual group counseling. During your call with one of our counselors, ask if these programs would be right for you.
- ✔ **Work-life Services:** Our work-life consultants are available to assist you with a wide range of daily living resources such as locating pet sitters, event planners, home repair, tutors, travel planning, and moving services. Simply call the Helpline for resource and referral information.
- ✔ **Child & Elder Care Referrals:** Our child and elder care specialists can help you with your search for licensed child and elder care facilities in your area. They will discuss your needs, provide guidance, resources, and qualified referral packets. Searchable databases and other resources are also available on the Deer Oaks member website.
- ✔ **Take the High Road Ride Reimbursement Program:** Deer Oaks reimburses members for their cab, Lyft and Uber fares in the event that they are incapacitated due to impairment by a substance or extreme emotional condition. This service is available once per year per participant, with a maximum reimbursement of \$45.00 (excludes tips).



### CONTACT US:

Toll-Free: (888) 993-7650  
Website: [www.deeroakseap.com](http://www.deeroakseap.com)  
Username/Password: **amarillo**  
Email: [eap@deeroaks.com](mailto:eap@deeroaks.com)

Access your EAP 24/7 by downloading the iConnectYou app that instantly connects you with professionals for instant support and help finding resources for you and your family. To access iConnectYou, download the app from the App Store (iPhone) or Google Play (Android) and register using the iConnectYou Passcode: 131997.

