



Things to Know When You Leave

Final Pay

Your final paycheck will continue to be delivered to you via direct deposit on your regularly scheduled pay day. If you left the company in good standing, providing 2 weeks' notice, you will receive any accrued/unused PTO remaining in your balance.

Benefits

Your benefits will remain active through the last day of the month of your last day of employment. Once your benefits lapse due to termination of employment, you will receive COBRA paperwork from WEX.

If you wish to elect COBRA continuation of benefits, complete and return the paperwork within the timeframe indicated on the paperwork.

If you do not wish to elect COBRA, you can disregard the paperwork.

Benefit Carriers

Health Insurance	Meritain Health
Dental Insurance	Principal
Vision Insurance	Principal
Short/Long Term Disability	Principal
Accident/ Critical Illness	Principal
Voluntary Life Insurance	Principal
FSA/HSA	WEX

FSA/HSA

All Funds contributed to a Flexible Spending Account will be forfeited upon termination.

A Health Savings Account is a bank account that was set up in your name. Your funds will continue to be available to you, however, you will no longer be able to contribute to the account.

401K

If you are enrolled in Pacesetter Health's 401k plan, you will receive paperwork from Fidelity with instructions on what to do with your account. Depending on your account balance you will be provided with options to cash out, leave your funds in the Pacesetter Health account, or Rollover your funds to a new account.

W2

Your W2 will be sent to the address that we have on file as of the date of your termination. If you move, please log into Paycor or contact HR or Payroll to update your address so that we can mail your W2 to the appropriate location.

Contact

Human Resources	hr@pacesetter-health.com
Payroll	payroll@pacesetter-health.com