

# Your Post-Employment Benefit Options

## Guidance on Benefit Provisions and Continuation Options Post Employment Termination.

For Employees based in Poland

### Important Documents and Details

Before you leave, make sure to locate and save all the important information you may need, such as pay slips, tax documents, policy numbers, and provider details.

Your home address and personal email will be used to share important information (e.g. your payslips and tax documents) after your last day of employment, so please ensure this information is accurate.

## Health Insurance

If you have Health Insurance (this may include medical, dental, or vision), your current policy and coverage will cease on the last day of the month in which you leave Workday's employment. Claims for any treatment incurred after the policy termination date will not be reimbursed by your insurer.

### FAQs

**Is there an option to continue my Health Insurance coverage through Luxmed after my employment ceases?**

No, our current provider, Luxmed, will not be able to provide you with a private continuation offer for your current policy, and you will need to obtain your own individual coverage.

Luxmed offers individual health insurance plans that can be purchased directly. For more information, please visit [luxmed.pl/dla-pacjenta/abonamenty](https://luxmed.pl/dla-pacjenta/abonamenty).

Acceptance will be based on your individual circumstances. If approved, your coverage will be subject to the terms and conditions of your new policy. Additionally, you will be responsible for directly paying the policy premiums.

**If I move to an individual policy, will any restrictions apply?**

All individual policies will be subject to revised scope and cost depending on your individual requirements. Luxmed will be able to advise you of your options. There is no guarantee that benefits, terms, and conditions will be same as under the current Workday group policy.

**I am midway through a claim. How will this impact me?**

Claims for treatments incurred before your policy termination date are likely to remain unaffected, providing that they comply with the policy's terms and conditions. You have a three-year period to submit these claims for assessment by your insurer.

## Women's Health & Family Support

Your access to Maven's Women's Health and Family Support Services will remain available for 90 days after your last day of employment. You can connect with your Maven Care Coordinator and care team via the contact details on page 3.

### FAQs

**I am currently receiving treatment. How will this be impacted?**

If you are currently enrolled in a Maven pathway, you can continue to receive support for up to 12 months from the date you initially began the pathway.

**I have claims I have not yet submitted. What is the deadline for these?**

Maven Wallet eligible expenses must be incurred and submitted by the last day of the month in which your employment ends.

# Your Post-Employment Benefit Options (continued)

**I have an active Maven Menopause membership. Will my access cease after my final day of employment or will I continue to have access for the full cycle?**

If you leave Workday while enrolled in the programme, you can continue using the virtual care services until the programme concludes. This is typically one year after you begin your Maven journey.

## Life, Disability, Accident & Critical Illness Insurance

Your Life, Disability, Accident, and Critical Illness Insurance coverage will end on the last day of the month in which you leave Workday's employment.

### FAQs

**Is there an option to continue my coverage after my employment ceases?**

Yes, our current provider, Ergo Hestia, will be able to provide you with a private continuation offer. You can arrange this by contacting their dedicated email address [IKgrupowe@ergohestia.pl](mailto:IKgrupowe@ergohestia.pl) within three months after the end of your employment with Workday.

Acceptance will be based on individual circumstances. If approved, your coverage will be aligned with the terms and conditions of your new policy. Additionally, you will be responsible for paying the policy premiums directly.

If you decide not to purchase a new policy under Ergo Hestia's continuation option, your cover will cease on the last day of the month your employment ceases with Workday.

**I am midway through a claim. How will this impact me if I move across to an individual policy?**

Claims for treatments incurred before your policy termination date are likely to remain unaffected, providing that they comply with the policy's terms and conditions. You have a three-year period to submit these claims for assessment by your insurer.

If an event occurs after your final day at Workday, there is no insurance cover.

If you have any questions surrounding your current or future cover; we suggest you contact Ergo Hestia directly.

## Employee Assistance Programme

Our Employee Assistance Programme (EAP) offers confidential counselling services for 90 days after your final day at Workday. To speak with a counsellor, call the local helpline using the details provided on page 3.

### FAQs

**Can my family members continue to use EAP services after my final day at Workday?**

Yes, your dependents will also retain access to EAP services for 90 days following your last day at Workday.

## Financial Wellbeing Support

Northstar, our financial adviser service, offers personalised guidance and support as you navigate your finances. This will be available for 90 days after your final day at Workday.

### FAQs

**How can I schedule an appointment?**

You can schedule a free appointment by visiting [northstarmoney.com/activate](https://northstarmoney.com/activate).

Once you sign up, you will be matched with a dedicated certified financial planner who will reach out to you to get started.

**Is there a taxable impact if I seek financial advice across the remainder of my employment?**

No, Workday covers the tax, so there is no impact on your net pay.



# Your Post-Employment Benefit Options

## Contacts

Benefit	Vendor	Call	Email	Website
Health Insurance (medical, dental, vision)	Luxmed	+48 22 339 37 33	–	luxmed.pl/dla-pacjenta/abonamenty
Life, Accident & Disability Insurance	Ergo Hestia	–	ikgrupowe@ergohestia.pl	ergohestia.pl
Employee Assistance Programme	Lyra	Local Helpline: +48 58 350 0097 Out of Country: +41 44 878 30 84	care@lyrahealth.com	workday-global.lyrahealth.com
Financial Wellbeing Support	Northstar	–	support@northstarmoney.com	northstarmoney.com/activate
Women's Health & Family Support	Maven	–	support@mavenclinic.com	mavenclinic.com

### Workday Contacts

You will not have access to Workday systems after your last day, but if you need to get in contact after you have left, you can email [hr.emea@workday.com](mailto:hr.emea@workday.com) or [hr.apj@workday.com](mailto:hr.apj@workday.com).

The [Workday benefits site](#) will still be available if you need additional information about your benefits.

The information in this document reflects our best knowledge at the time of creation and may change based on individual circumstances or updates to legislation and offerings. It does not serve as a comprehensive description or guarantee of current or future benefit policies. In the event of a discrepancy between this document and information provided by your benefit provider, the benefit provider's information will take precedence.

