



Pay & Benefits

November 2011



What is "preventive care?"

Your car gets an annual inspection. You check your furnace each year before winter, and your finances each year at tax time. Yet 75% of you did not make time last year to schedule an annual physical through your health care benefits – even though it's free.

Alcoa pays 100% of the costs for routine, in-network preventive care like annual physicals or certain cancer screenings. At times, however, you may be required to pay some of the cost for medical services received as part of your physical or screening. Your coverage depends on how your doctor codes your procedure:

- If it is coded as preventive or routine care, you'll pay nothing because it's covered at 100%.
- If it is coded as a diagnostic procedure, you'll be responsible for the deductible and/or coinsurance, according to your medical plan.

[How to tell the difference](#)

Take advantage of this benefit by scheduling your physical soon!



Go generic -- and save!

To help lower prescription drug costs, you're required first to try a generic drug for certain medications before your prescription drug benefits will pay for a higher-cost drug prescribed by your doctor. This "step therapy" program has been in place at Alcoa for several years.

Effective January 1, 2012, additional medications will be added to the program. If you currently take one of those medications, you'll receive a letter in the mail from CVS Caremark in December.

[Learn more](#)



While visions of sugarplums...

The holidays can be exhausting. Here are some [tips to keep yourself and your loved ones healthy and safe](#) this season.

Also, the Employee Assistance Program (EAP) is hosting "Putting 'Happy' Back in the Holidays."

- The live seminar is at 2 p.m. Eastern Time on December 7. [Pre-register](#) using confirmation code 9164619.
- Seminar replay will be available from 5 p.m. December 7 through midnight December 16. Call 1-888-348-4629 and enter pass code 144163.



Update your personal information!

Are your name and address correct in HRDirect?

It's important that they are, because:

- If your name does not match the name on your Social Security card, the Social Security Administration may not give you proper credit for taxes paid in 2011.
- If your address is incorrect and you elect to have your W-2 form mailed to you, there may be a delay in receiving your tax documents.

Make any necessary changes no later than December 31, 2011.



And the winner is...

Congratulations to Carlos Fellciano for winning the iPad2! Carlos (fourth from left, holding the iPad) is pictured with team members, from left, Joel Javier, Eric Pierce, Omar Pilar, Steve Onyskow, and Daryl Peralta. He is a melt technician with 15 years of service at Alcoa Howmet - Dover NJ. Carlos was selected as the winner in a random drawing as part of Alcoa's campaign to increase the number of employees with "paperless" benefits communications.



Are you the parent of a high school senior?

If he or she will be attending college in 2012, consider applying for the [Alcoa Foundation Sons & Daughters Scholarship](#).

The deadline to apply is January 18, 2012.

- If you have access to an Alcoa computer at work, you can change your information on [HRDirect](#). Click on "My Information" and then "My Personal Information." Note: HRDirect is only accessible through a computer or kiosk on the Alcoa network.
- If you don't have access to a computer, contact your location HR to update your information.