



University Health Insurance Plan (UHIP) For Non-Canadian/Non-Permanent Employees

[The University Health Insurance Plan](#) (UHIP) provides basic medical coverage for employees who are Non-Canadian/Non-Permanent residents who will be working and/or conducting research at the University of Ontario Institute of Technology (Ontario Tech University).

As outlined under the University's policies, Non-Canadian/Non-Permanent employees (as well as their family members who come to Canada) must have insurance to pay for health care services and medical treatments. UHIP coverage is comparable to the Ontario Health Insurance Plan (OHIP – see details below)

UHIP Eligibility

As a Non-Canadian/Non-Permanent resident working at Ontario Tech University, you must have:

- A valid work permit issued by Citizenship and Immigration Canada
- Current Passport
- A signed original offer letter (from the faculty office)
- An Ontario residence address

Please visit [who is eligible for UHIP](#) for more details.

Where Do I Enrol for UHIP:

It is very important to contact Human Resources when you begin your employment/research at Ontario Tech University. Please contact bikisha.pascoe@ontariotechu.ca to schedule an appointment to enrol in UHIP. All documentation under UHIP Eligibility (above) including payment for UHIP coverage is required prior to UHIP enrolment. Payment options will be discussed.

Cost of UHIP Premiums:

Please visit [How much does UHIP cost](#) to see the cost of [UHIP Premiums](#) for member and family coverage.

How to Submit a claim

- Visit the [How do I make a claim?](#) on the UHIP website.

Ontario Health Insurance Plan (OHIP):

If you have established residence here in Ontario, you and your family may be eligible to apply for the Ontario Health Insurance Plan (OHIP). OHIP requires a 3 month waiting period therefore UHIP coverage is mandatory for you and your immediate family until such time OHIP is approved or declined. For more information, please visit eligibility for [Temporary Foreign Workers](#).

To register at the [OHIP office](#), you require:

- A valid work permit issued by Citizenship and Immigration Canada
- Current Passport
- A signed original offer letter (from the faculty office)
- An Ontario residence address

Please contact the Pension & Benefits administrator – bikisha.pascoe@ontariotechu.ca when you receive OHIP coverage. A scanned copy of your OHIP card or information sheet will need to be sent to Human Resources to confirm health coverage and also to stop UHIP payments/deductions. Please note that UHIP deductions can only be stopped on a monthly basis.

For more details on the Ontario Health Insurance Plan, please visit [OHIP](#).