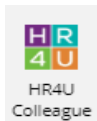


**HUMAN RESOURCES****\*\*\*BY APPOINTMENT ONLY\*\*\***

**NOTE:** Colleagues may access the HR4U application from any Trinity Health computer to submit HR requests, chat with an HR Service Center Representative, search HR topics and more.

- **Benefit Inquiries:** The HR Service Center is located offsite and oversees benefit administration (medical, dental, vision, supplemental insurances, PTO payout). You may contact the HR Service Center by submitting a request via the HR4U application and submitting a request or via:
  - Phone: 877-750-4748
  - Email: [Here2HelpHR4U@trinity-health.org](mailto:Here2HelpHR4U@trinity-health.org)
  
- **Colleague Relations:** If you are a colleague requesting assistance from your colleague relations partner, please call 2-4981 or submit a request in HR4U for colleague relations.
  
- **Fidelity 403B Retirement Plan:**
  - Phone: 800-343-0860
  - Website: [www.netbenefits.com/atwork](http://www.netbenefits.com/atwork)
  
- **Trinity Health Pension Plan Office**
  - Phone: 800-793-4733
  - Fax: 312-957-2528
  
- **The Hartford**
  - Phone: 855-532-7880
  - Website: <https://TheHartford.com/MyBenefits>
  
- **HRSC Leave Team**
  - Primary contact method - email: [LOA\\_NSA2@trinity-health.org](mailto:LOA_NSA2@trinity-health.org)
  - HR4U Colleague Portal: <https://hr4u.trinity-health.org>
  - Phone: 877-750-4748 (HR4U) Fax: 312-957-3752
  
- **Employment Verifications:**
  - Verified online via The Work Number:
    - [www.theworknumber.com](http://www.theworknumber.com) ; employer code: 14229
  - Employment Verification Forms:
    - Current colleagues should submit their employment verification request via HR4U.
    - External requests email: [recordsadminhr4u@trinity-health.org](mailto:recordsadminhr4u@trinity-health.org)
  
- **Payroll:**
  - Phone: 734-432- 8533
  - Email: [popayroll@trinity-health.org](mailto:popayroll@trinity-health.org)