

OPEN ENROLLMENT 2017 - 2018

FREQUENTLY ASKED QUESTIONS

BENEFIT SELECTION FORMS

- 1) **I am not making any changes to my benefits selections for 2017-2018, do I need to submit any paperwork?** YES, you need to complete and submit the online Benefits Elections Form indicating that no changes are being made. This includes employees who decline or Waive insurance coverages.
- 2) **Why do I need to submit the online Benefits Elections Form if I am not making any changes for 2017-2018?** Submitting the online document creates a record that you have received Open Enrollment information, including the new rates, that you were offered an opportunity to make changes, and that you agree to continue to participate in the benefits that you previously selected for the entire 2017-2018 plan year (7/1/17 – 6/30/18).
- 3) **I have submitted the online Benefits Elections Form indicating changes in coverage for the 2017-2018 school year, am I done?** NO, you must complete and sign the appropriate Enrollment Forms and send the original signed copies to Long Hill Insurance – Attn: Christine Madden by 5/10/17.
- 4) **Can I email or fax Enrollment Forms or supporting documentation?** The Insurance Department must receive original signed Enrollment Forms (no photocopies). We will NOT accept emailed, scanned, or faxed copies of Enrollment Forms! We will accept photocopies of birth certificates, social security cards, and marriage licenses if required, but these documents must be mailed or inter-officed to Long Hill Insurance – Attn: Christine Madden
- 5) **Where do I send my enrollment forms?** Please inter-office your enrollment forms and supporting documentation to Long Hill Insurance – Attn: Christine Madden
- 6) **I inter-officed my forms to Long Hill Insurance, how do I know that you received them?** Because we have over 1,000 employees, we cannot answer emails from everyone who asks if we have received their forms. If you have completed the online Benefits Enrollment Form as required, we will know what forms are needed and contact you if we have not received them by 5/10/17.
- 7) **During Open Enrollment, can I drop in to Long Hill Insurance and ask a few questions?** Should you have questions that cannot be answered on this page, the TPS website, or the CT State Partnership Plan 2.0 website, please email Christine Madden or Deb Nakano to schedule a phone call or a meeting to address your issues. Please be patient as phone calls and emails may take some time to return during this busy enrollment period.
- 8) **What are the premium rates for the 2017-2018 plan year?** Please refer to the premium rate chart that was emailed to you and is also available on the Insurance page of the TPS website.

- 9) **I am enrolling myself or a new dependent for the first time in Medical and/or Dental Coverage.**
When will coverage begin and when will I receive my ID card(s)? Coverage will be effective 7/1/16 and you will receive your cards in the mail approximately 2 weeks prior to the start of coverage.
- 10) **Will I get new Medical and Dental ID cards for the new plan year?** NO. If you are currently enrolled in Medical and Dental coverage, you will not receive new cards. Your current ID number will remain the same.

HEALTH INSURANCE WAIVERS FOR DECLINING THE INSURANCE

- 1) **Am I eligible for a Health Insurance WAIVER Payment if I decline the Medical and/or Dental insurance?** Please refer to your bargaining unit Contract for eligibility and the timing of waiver payments. Please note that unless we receive a signed original copy of the CT State Partnership Plan 2.0 Enrollment/Change Form DECLINING coverage, listing all eligible dependents, you will NOT receive a waiver payment. NO LATE FORMS WILL BE ACCEPTED!
- 2) **Am I eligible for a Health Insurance WAIVER Payment if I decline the Medical and/or Dental insurance but enroll in the optional Vision Insurance?** Yes, as long as you return the CT State Partnership Plan 2.0 Enrollment/Change Form DECLINING Medical and Dental coverage.
- 3) **I have indicated that I am declining Medical and/or Dental insurance on the online Benefits Selection Form, do I need to complete any other forms to receive my WAIVER payment?** Yes, you need to complete and sign the CT State Partnership Plan 2.0 Enrollment/Change Form indicating that you are Declining Coverage. Be sure to include your dependent information (Name, Date of Birth, Gender) for all eligible dependents so that your waiver payment can be properly calculated. If not previously done, please attach copies of your marriage license and/or children's birth certificates for our files.
- 4) **Can I change or terminate my coverages at any time during the plan year?** NO. Unless there is a "Qualifying Life Event", you may not terminate or make any changes to your benefit elections outside of the Open Enrollment period. Examples of qualifying life events include marriage, divorce, birth of child, adoption, death, loss of coverage, and open enrollment of spouse's insurance.

FLEXIBLE SPENDING ACCOUNTS (FSA)

- 1) **I am currently enrolled in the TBOE Flex Medical or Flex Dependent Care Plan and want to continue for 2017-2018, does this plan carryover to next year?** NO, you must re-enroll and indicate the amounts you want withheld each plan year.
- 2) **Can I enroll in a TBOE FSA account if I am not enrolled in the TBOE Medical Insurance?** Yes, however, IRS limits and individual circumstances need to be reviewed. Please contact Sharon Thompson at TR Paul, Inc. to confirm eligibility. (800) 678-8161 Ext 257
- 3) **Does any of the remaining money in my account carryover to the 2017-2018 plan year?** You can carry over \$500 from your Medical FSA plan account to the next plan year.

- 4) **Can I enroll in a TBOE Flex account if my spouse is enrolled at one through his employer?** The short answer is yes it is possible; however, IRS limits and individual circumstances need to be reviewed. Please contact Sharon Thompson at TR Paul, Inc. to confirm eligibility. (800) 678-8161 Ext 257
- 5) **I am re-enrolling in the FSA account for 2017-2018. Will I be issued a new Benny card?** If your card is not expiring, the new dollars are added to the existing cards.
- 6) **I didn't receive my new Benny card, who should I contact?** The cards arrive in an envelope that looks like this. Sometimes employees do not realize their Benny cards are inside so we encourage you to look for the envelope. In order to replace the card, it must be reported lost or stolen so a new card will be issued with new account numbers. It will take approximately 2-3 weeks to receive the new cards.



VOLUNTARY VISION COVERAGE

- 1) **I am currently enrolled in the optional vision plan with Anthem Blue View Vision. Will this coverage continue in 2017-2018?** NO. Coverage with Anthem Blue View Vision will end effective 6/30/17. If you have any available benefits under this coverage (call the member services # on the back of your card) you will need to utilize this by 6/30/17. We are offering an optional vision plan through Cigna Vision under the State Partnership Plan 2.0. This plan has increased benefits and lower premium cost. If you would like to enroll in this optional coverage, you will need to complete the Optional Vision Enrollment Form.
- 2) **I am enrolling in the new optional Cigna Vision Plan under the State Partnership Plan 2.0. Will I receive separate membership ID cards?** Yes, prior to the plans effective date, you and your enrolled dependents will receive ID cards in a plain white envelope.
- 3) **Does the new optional Cigna Vision Plan cover an eye exam?** No, the optional Vision Plan offers annual benefits for Hardware (eyeglasses or contacts) only. A \$15 co-pay eye exam is covered under the medical insurance with UHC-Oxford.
- 4) **I would like to enroll in the optional Vision plan with Cigna, but I waive the Medical and Dental coverage. Am I still eligible for a Health Insurance WAIVER Payment?** Yes, as long as you return the CT State Partnership Plan 2.0 Enrollment/Change Form DECLINING Medical and Dental coverage.

VOLUNTARY LIFE AND LTD COVERAGE

- 1) **I am currently enrolled in the Voluntary Group Term Life or Voluntary LTD plans and am making no changes. Do I need to complete any forms?** NO. Forms only need to be returned if you are enrolling for the first time, terminating coverage, or making changes to your coverages.
- 2) **Where can I find the rates for the voluntary Group Term Life and LTD coverages?** Rates and information can be found on the TPS website.
- 3) **I want to enroll, terminate, or change my benefit elections for the voluntary Group Term Life and/or LTD plans. Do I need to complete any forms?** Yes, you need to complete the Voluntary Life and LTD Enrollment/Change Form and return it to LH Insurance – Attn: Christine Madden by 5/10/17. A change in benefit amount will change your premiums and may require an Evidence of Insurability Form to be completed and approved.