



BULLETIN

SUBJECT: Employee/Retiree Health Benefits 2022-23 NO. BS-16
Open Enrollment Health & Wellness Fair

TO: All Benefit Eligible Employees

DATE: September 26, 2022

PREPARED BY: Keyshun Marshall **DEPARTMENT:** Risk Management /
Director II Employee Health
Benefits

REVIEWED BY: Amber Pena **APPROVED:** Rose Ramos
Supervisor IV, Rose Ramos,
Risk Management/ Chief Business Officer
Employee Health Benefits

October 2022 Employee Health Benefits Open Enrollment
All Benefit Eligible Employees

Open Enrollment Dates: October 10 – October 31, 2022
Effective Dates: January 1, 2023 – December 31, 2023 Plan Year

Open Enrollment is your annual opportunity to review and make changes to your benefits. During Open Enrollment, you can:

- Enroll in a different plan
- Add or remove dependents from your plans
- Waive your medical benefits
- Update or change your life insurance beneficiary
- Enroll in 125 Flexible Reimbursement account

*Please note there have been no changes to the health carriers, only changes to the rates. All changes are effective January 1, 2023. Your current benefits will remain the same unless you make changes during Open Enrollment. Open enrollment information will be posted on the district's website at <https://www.scusd.edu/health-benefits>.

Option Changes: If you would like to change your district plans based on the new rate sheets, you may log onto: www.benefitbridge.com/saccityusd to make the necessary changes. All changes must be submitted no later than October 31, 2022. Forms can be submitted by email, walk in or fax.

Sacramento City Unified School District
Attn: Employee Benefits Open Enrollment
5735 47th Avenue
Sacramento, CA 95824

916-399-2071 fax
benefits@scusd.edu

Open Enrollment - Health and Wellness Fair

There will be health care providers onsite and available to answer questions.

- **When: October 21, 2022 10:00am - 5:00pm**
- **Where: Serna Center Community Rooms, 5735 47th Avenue, Sacramento, CA 95824**

Required Documentation to Add Dependents: If you are adding a dependent, you will be required to provide proof of eligibility i.e. marriage/domestic partner certificate, birth certificate and social security number for all dependents being added.

Add Dependents Outside of Open Enrollment Period: Dependents must be added within 30 days of a qualifying event, such as marriage, marital status change, birth, registered domestic partner, or loss of coverage along with required documentation.

Marital Status Change: If your spouse passes away, or you become divorced, you must notify the Employee Health Benefits department within 30 days of the event. Members who fail to report changes in their health enrollment in a timely manner may be liable for premiums paid in excess of six months from the date the change was recorded. In addition, members may be liable for costs incurred as a result of services provided to an ineligible dependent.

125 Flexible Reimbursement Account: Enrollment is required every year and must be completed no later than October 31, 2022 for a January 1, 2023 effective date. You may access the employee guide and enrollment form by clicking the link below.

<https://www.basiconline.com/wp-content/uploads/2011/08/CDA-Ops-14-BASIC-FSA-Participant-Enrollment-Guide.pdf>

Life Insurance: It is important to keep your beneficiaries updated with the district and your retirement agency CalSTRS or CalPERS.

Dual District Coverage: Dual coverage is not allowed if you are married and both employees of the district.

Federal Law: Employers providing health insurance to employees and all of their eligible dependents are required to provide social security numbers for all insured members. We will contact members who need to provide social security numbers.

Rates: Please see the 2023 rate sheets located at <https://www.scusd.edu/health-benefits>.

If you have any questions or would like further assistance, please feel free to contact the Benefits Department at 916-643-9432 or email benefits@scusd.edu.

Employee Benefits Office Location and Office Hours:
5735 47th Avenue, Sacramento, CA 95824
8:00am - 4:30pm Monday - Friday
Phone: 916-643-9432
benefits@scusd.edu