



BULLETIN

SUBJECT: CERTIFICATED ACTIVE MEDICAL, DENTAL, VISION AND LIFE CHANGES AND OPEN ENROLLMENT INFORMATION **2020-21 NO. BS-14**

TO: All Eligible Health Employees

DATE: September 18, 2020

PREPARED BY: Tanisha Turner, Director II **DEPARTMENT:** Employee Compensation and Benefits

REVIEWED BY: Rose Ramos, Chief Business Officer **APPROVED:** Rose Ramos
Rose Ramos, Chief Business Officer

Open Enrollment: Open Enrollment begins October 1, 2020 and ends October 23, 2020. In light of the current COVID-19; the Open Enrollment will be held completely through Benefit Bridge. During Open Enrollment you will be able to:

- Enroll in a different **Medical Plan or Dental Plan**
- **Add** or remove dependents from your plans
- **Waive** your **Medical** benefits
- **Update/change** your **life insurance beneficiary**

Option Change If you want to remain on your current plans. **No Action Is Required**

If you would like to change your district plans based on the new rate sheets, you may log on to : www.benefitbridge.com/saccityusd to make the necessary changes.

Please do not bring any paperwork to the district office as we are closed during this time. If you need to provide any forms, please email to benefits@scusd.edu

Required Documentation to Add Dependents: In addition to the Benefit Enrollment form, specific documentation is required to add a dependent: spouse (marriage certificate), domestic partner (state registered certificate) and dependent children up to age 26 (birth certificate).

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

Life Insurance: It is important to keep your beneficiaries updated for your district life insurance. Also it is important to keep your beneficiaries updated with your retirement agency CalSTRS or CalPERS.

125 Flexible Reimbursement Account: You must re-enroll each year. The enrollment must be completed no later than October 30, 2020. Flexible Reimbursement accounts will be effective January 1, 2021.

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.

Marital Status Change: If your spouse passes away, or you become divorced, you must notify Employee Benefits 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.

Dual District Coverage: SCUSD does not allow married SCUSD employees to be double-covered on benefits.

Rates: Please see the 2021 rate sheets on the district website at <http://www.scusd.edu/health-benefits> or www.benefitbridge.com/saccityusd.

- **All Rates are effective January 1, 2021**

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