January 1, 2022 Open Enrollment
for Group Health, Dental, Vision & Flex Coverages

In-Person Informational Meetings:

**November 3**
Lincoln Elementary Library 3:15 p.m. – 4:30 p.m.
Edison Elementary Library 3:15 p.m. – 4:30 p.m.

**November 4**
MacArthur Conference Room 3:00 – 4:30 p.m. – bring a device
MJSHE #103 – 3:15 – 4:30 p.m. – bring a device

Do your online enrollment or use this opportunity to ask questions about the process and/or our insurance plans. Our insurance consultants and District insurance reps will assist with online enrollment and answer questions.

**Complete the online enrollment process by Wednesday, December 1, 2021**

**Return Forms (Working Spouse, FLEX Enrollment, and HSA) to Lisa Mooney by Wednesday, December 1, 2021**

******IMPORTANT GROUP HEALTH ENROLLMENT NOTES******

- **Eligible employees** and **eligible dependent children** (to age 26) may enroll in the group health plan.
- **All eligible employees** must complete the online enrollment process.

**Health and Network Selection:**

- **Enrollment:** All eligible employees must complete the online process. You may continue your current elections, switch plans (PPO or HDHP), change networks, add yourself, add dependent children, and/or terminate coverage on yourself or dependents.
- **HFNetwork Elite or Premiere:** For more extensive network information go to www.hfninc.com
- **Working Spouse Eligibility Form:** Must complete if you cover your spouse.
- **Working Spouse Q&A**
- **HSA Payroll Deduction Form:** If you choose the QDH Plan and wish to fund a Health Savings Account (HSA) you must complete this form. For additional information regarding HSA rules and regulations go to https://www.irs.gov/publications/p969.
- **Health Plan Comparison Table:** a condensed comparison of PPO/HDHP benefits/preventive care/rates.
- **Summary of Benefits and Coverages** for PPO and HDHP as required by PPACA.

Your elections will remain in force for the 2022 calendar year. Notify us within 31 days if you experience a qualified HIPAA event and desire changes in accordance with that HIPAA event.

**Flex Spending:**

- **Enrollment Form:** Employees who enroll in FLEX spending must print the enrollment form, complete it, and turn it in to Lisa Mooney no later than December 1, 2021. Those who waive participation in FLEX need only make the choice to waive in the Ease system. It is not necessary to print, complete, and return the form.

**Dental & Vision Insurance:**

- **Enrollment:** You must complete if you are enrolling, terminating coverage, or changing information for you or your dependents.

Lisa Mooney, District Health Insurance Plan Coordinator, 309-833-4164.