



Employee Benefits Bulletin Open Enrollment Notification State Health Benefits and Tax\$ave Plans

Payroll and Benefits Office

October 1, 2009

State Health Benefits Plan Open Enrollment Information

The State Health Benefits Program (SHBP) Open Enrollment period for eligible full and part-time employees will be from October 1 through October 30, 2009 with changes effective January 1, 2010. Please be advised the Prescription Drug Administrator for the SHBP will change to Medco Health Solutions Inc. effective January 1, 2010.

This is the time of year when you may:

- Change to a different health or dental program (*dental plans require 12 months of participation before changing to another plan*).
- Enroll in a health, dental or the prescription drug program if you previously declined coverage
- Add eligible dependents to your plan. Please be advised that documentation is now required to add a dependent.

The following information regarding the Open Enrollment can be accessed on the [Payroll and Benefits Website](#)

- 2010 Rate Charts for Dental Plans (**Rates will change effective January 1, 2010**)
- New Jersey State Health Benefits Program "Health Capsule"
- The current New Jersey State Health and Dental Benefits Program Applications
- 2010 Rates for Chapter 172 Part Time Employees Plan

Health Benefits, Prescription Drug & Dental Open Enrollment Applications and POP declination forms must be received in the Payroll & Benefits Office (College Hall Room 130) by 4:00 P.M. October 30, 2009! Faxes will not be accepted. If you do not want to make any changes to your current health, dental or prescription drug plan, no action is required.

Tax\$ave Plans Open Enrollment Information

The Tax\$ave 2010 Open Enrollment period runs from October 1 through October 30, 2009. Fringe Benefits Management Company (FBMC) is the Plan Administrator. Tax\$ave Open Enrollment is your opportunity to save tax dollars in the 2010 tax year with the:

- Premium Option Plan (POP) – This allows you to make health and dental insurance contributions on a pre-tax basis. Enrollment in the POP component of Tax\$ave is automatic every year.
- Flexible Spending Accounts (Unreimbursed Medical and Dependent Care) - **The Flexible Spending Accounts require active enrollment each year.**
- Commuter Tax\$ave – Employees may use pre-tax dollars to pay for commuter parking or mass transit costs.

Brochures explaining the Tax\$ave Program and open enrollment procedures are available on the [Payroll and Benefits Website](#)

- Open Enrollment News Tax\$ave 2010
- Tax\$ave Flexible Spending Account Brochure
- The Premium Option Plan for 2010
- Declination of Premium Option Plan Form for 2010 (decline federal tax savings)

Tax\$ave Enrollments are not processed by the University. They must be sent directly to FBMC and be faxed or postmarked no later than October 30, 2009. If you use online enrollment you must complete the process no later than 4:00 P.M. October 30, 2009.

If you require any additional information regarding the Open Enrollment for Health Benefits or Tax\$ave programs, please call Susan Piccirilli at extension 2624 or e-mail her at piccirillis@wpunj.edu.