

Human Resources **Announcement**

For Bloomington Employees, Managers, and Department Heads

OPEN ENROLLMENT 2010 REMINDER (Full-time Academic and Staff Employees)

Friday, November 13, 2009, is the deadline for:

- Making changes to medical, dental or Personal Accident Insurance (PAI) coverage for 2010.
 - Add or drop medical, dental or PAI plan coverage
 - Change from one medical plan to another
 - Change the dependents covered under your medical and/or dental plan
 - Change insurance levels under PAI coverage
- Enrolling in the Tax Saver Benefit (TSB) program for medical and/or dependent care expenses for 2010.
 - A new enrollment is required each year for TSB medical and dependent care reimbursement accounts.
 - TSB plan participants who have not done so before may elect the TSB-HRA Debit Card during Open Enrollment by checking the corresponding box on the online form. Those who already have the TSB-HRA Debit Card do not need to order a new card. It can be used through October 2010, at which time new cards will be automatically reissued.
- Enrolling in the Tobacco-free Wellness Health Reimbursement Arrangement (HRA) Plan for 2010.
 - Enrollment requires completing an affidavit stating the employee does not use tobacco and will not during 2010 or that the employee will complete the IU-sponsored *Quit for Life*[™] tobacco cessation program by June 1, 2010 and a follow-up survey six months from the quit date.
 - Individuals who currently use tobacco and who wish to participate in this plan by agreeing to complete the tobacco cessation program must still complete the affidavit; however, contributions will not be made until the program has been completed and UHRS is notified.
 - An affidavit is required each year and failure to re-enroll results in forfeiture of account balances.

Online Enrollment: Benefits Self Service, accessed through OneStart from November 2 through November 13, can be used to enroll—it is faster and easier than a paper form and has the advantage of providing a written confirmation. Online enrollment is required for those electing the new IU HDHP PPO & Medical Savings Plan. If you cannot enroll online, hard copy forms can be downloaded from the University Human Resource Services Web site at www.indiana.edu/~uhrs. Contact this office at 5-1286 or enews@indiana.edu with questions.

University Human Resource Services
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This and previous announcements are available at www.indiana.edu/~uhrs/news/announcements.htm.

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