

# PAWLING CENTRAL SCHOOL DISTRICT

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*Small Size - Diverse  
Opportunities*

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## CSEA Employees/Retirees Open Enrollment 2017-2018

May 1, 2017

### Health Insurance Open Enrollment Period

The open enrollment period for District health insurance options will be held from May 1, 2017 to June 1, 2017. All eligible employees (active and retired) are permitted to change health insurance plans during this open enrollment period. As per the negotiated contract, CSEA employees and retirees have two options for health insurance coverage: 1) the DEHIC EPO Select 20 is the base plan, and 2) the Empire BCBS Healthy Advantage PPO is the Alternative Plan. The 2017-2018 Health Insurance Rate sheet is attached. If you wish to change health plans, you will need to complete the attached enrollment form and return to Brian Cordella in the Business Office by May 26, 2017.

- Empire Changes Health Plan by issuing new ID cards (see attached).
- New Vision Plan – BlueView replaces Davis Vision (see attached).

### Section 125 Plan

During this open enrollment period, all active employees are permitted to apply for medical flexible spending accounts, dependent day care, or premium expense for the 2017-2018 school year by completing the Flexible Spending Election Form by June 1, 2017. The current flexible plan participants must complete a new enrollment form for the 2017-2018 school year and return to Brian Cordella in the Business Office.

### Opt-out Option

Any employee who wishes to select the health insurance opt-out provision of the contract for the 2017-2018 school year must complete the attached Opt-out form, provide proof of alternate health insurance, and return to Brian Cordella in the Business Office by June 1, 2017.

### Information

You will find resources for the 2017-2018 health benefit summaries, health plan costs, opt-out option, and the flexible spending election on the District website under the Department tab then Finance then Benefits then 2017-2018.

If you have questions, you may call Brian Cordella at 845-855-4606 or email [cordellab@pcsdny.org](mailto:cordellab@pcsdny.org) or Neysa Sensenig at 945-855-4661 or email [sensenign@pcsdny.org](mailto:sensenign@pcsdny.org).

Very truly yours,

*Neysa T. Sensenig*

Neysa T. Sensenig, Ed. D.

Assistant Superintendent for Finance

**Important Update on Empire BCBS System Migration  
And Member ID Cards**

Empire BCBS is migrating of all DEHIC groups to their new operating system, *WGS*. This change is effective July 1, 2017.

Please be advised on developments related to *Empire's communication to the members, the new member ID card, when ID cards will be released, and the impact on application changes* that members are making with effective dates of July 1. The following is a summary regarding the change.

- **Empire's Communication to the Members and Release Date** – Empire will be communicating directly with the members regarding the ID card change. The communication is expected to be brief by highlighting the system change, as well as the importance of using the new ID card on July 1. The communication is planned to be released by April 30.
- **Member ID Card under the New System** - Please see the attached sample of what the new cards will look like when received by the members. This is just a sample for the 3 available benefit plans, front and back display. You will note that the usual “DHB” prefix in front of the ID number is not included in this sample; however, DHB will be maintained when the cards are actually produced. An insert will be included with the ID card advising members that they need to begin using the card on July 1.
- **Estimated ID Card Release Date** – Empire is currently planning to release ID cards to all members beginning June 21 through June 23.
- **Application Changes - Timeliness** – In order to ensure that a member's ID card matches the plan they have elected beginning July 1, it is preferred that all application changes are received by Rose & Kiernan **no later than May 31 (receipt of applications sooner is always better)**. This allows time to enter changes, ensures the electronic membership file is processed by Empire, and allows for the production of ID cards and their release beginning June 21.

**OTHER Important Notes**

- We advised in the *Member Fact Sheet* attached to the January 24 message, that **all** enrolled members will receive a new ID card as a result of the migration to Empire's new system, even if they are not making any plan changes. They must use the new card beginning with services on July 1 and later. Their old ID card will no longer be active beginning July 1.
- If a member is not making changes to their benefit plan effective July 1, or if they have made a change and their application is received **before May 31**, their card will be released between June 21 and June 23.
- If a member is making a benefit plan change effective July 1 and their application is received **later than May 31**, it is possible that a member will receive a new ID card for their current plan (i.e., the plan in effect up until June 30), **and a second ID card at a later date** with the desired new plan, effective July 1. The unintended duplication of cards will be due to the timing of the change (i.e., when the change is received) and the system migration timeline being followed, including all necessary testing.
- Please emphasize to members the importance of reading Empire's communication when received, and reviewing their new ID card.