



2017 Open Enrollment

What Should You Do?

- **Elect New Flexible Spending Account (FSA) and Health Savings Account (HSA) Annual Contributions.** You need to re-elect annual contributions. You will be unable to contribute out of pocket money into an FSA for the 2017 plan year if you do not make any elections during the Open Enrollment period. Excess Flex credits will default into the Health Reimbursement Account if you do not allocate money into a Dependent Care Spending Account*. If you enroll in the High Deductible Health Plan (HDHP) for the first time, or continue to be enrolled, your excess Flex Credits will be defaulted or continue to be allocated into the HSA.
- **Designation of Primary Care Physician (PCP) and Primary Care Dentist (PCD).** If you are enrolling into the Anthem Select or Anthem Full Access plan for the first time, you need to designate a PCP by calling Anthem directly at 800-227-3771, between December 12 and December 16 in order to have your new ID card with the elected PCP by January 1, 2017.
If you are enrolling into the DeltaCare USA (DHMO) plan for the first time, you need to designate a PCD by calling Delta Dental at 844-697-0579, between December 12 and December 16 in order to have your new ID card with the elected PCD by January 1, 2017.
- **Enrolling a Domestic Partner and their Dependents.** To enroll a Domestic Partner and their dependents, please contact the Benefits Department at 888-550-2203. A Benefits Specialist will assist you with the enrollment process.
- **Submission of Open Enrollment Documents.** Submit ALL Open Enrollment documents through PeopleSoft eBenefits via the document upload page.

*For employees waiving under an Individual Plan such as Tricare, Medicare, or the Exchange, excess credits up to \$500 for the year will be defaulted into a Healthcare Flexible Spending Account.