

Hello,

All employees/retirees eligible for benefits should have received (or will be receiving) the announcement postcard for Annual Enrollment which begins on May 9th. We also included a note on the retiree pension checks about the annual enrollment period.

The [benefits website](#) has been updated to include a translation letter, the plan comparison charts, and rate comparison charts along with instructions to apply/make changes, enrollment forms, and information about the health fairs.

Beginning next week we will also be sending broadcast emails, posting to the HUB, and sending information to HR personnel officers to share with their respective departments to help promote annual enrollment.

I've received some questions about the opt-out enrollment period. Annual Enrollment for the Opt-Out Benefit will be June 1st – June 17th. The enrollment period is delayed due to the upgrade, but we still anticipate sending the opt-out payments in July (as we've done in prior years). We're working on updating/simplifying the opt-out applications and instructions, and I expect to share the 2016 materials with the PEC in the next week or two.

See below for email content that you can use to copy/paste to your own for Annual Enrollment broadcast emails. As always, if you have any questions/comments/concerns please let me know. Thanks, and have a great weekend!

## Annual Enrollment is May 9-20 for coverage effective July 1, 2016

May 9-20 is your opportunity to enroll in or change your health insurance coverage.

### **Don't want to make a change?**

You do not need to do anything. Your current coverage will carry over on July 1st.

### **Want to make a change, add or drop coverage?**

You must submit an updated enrollment application to the Health Benefits & Insurance Division by May 20th. If you are adding a spouse or dependent you will be required to provide proof of eligibility such as a certified marriage or birth certificate.

Visit the City's Annual Enrollment website for more information:

[www.cityofboston.gov/ohr/benefits/annual.asp](http://www.cityofboston.gov/ohr/benefits/annual.asp)

or attend a health fair to learn more about your benefits:

**Monday, May 9th, 11am - 2pm**

**Boston City Hall**

Piemonte Room (5th Floor)

Boston, MA 02201

**Tuesday, May 10th, 4pm - 6pm**

**Boston Teachers Union**

180 Mt. Vernon Street

Boston, MA 02125

**Tuesday, May 17th, 11am - 2pm**

**Florian Hall**

55 Hallet Street

Dorchester Center, MA 02124

**Are you opting out because you're enrolled in coverage elsewhere?**

You may be eligible for the opt-out benefit. Annual Enrollment for the Opt-Out Benefit will be June 1st – June 17th. A letter and application will be mailed the last week of May to the home address of all employees who may be eligible for the opt-out benefit. For more information about the opt-out benefit and eligibility, visit: <http://www.cityofboston.gov/ohr/benefits/optout.asp>