

Open Enrollment April 1-30, 2009



Choose the Health Plan That's Best For You.

Health Service System
CITY & COUNTY OF SAN FRANCISCO

MYHSS.ORG

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Things You Can Do During Open Enrollment

During Open Enrollment active City employees can:

- Elect a different medical or dental plan.
- Add or drop eligible dependents from medical or dental coverage.
- Enroll in a 2009-2010 Healthcare and/or Dependent Care Flexible Spending Account.

Any changes you make will take effect on July 1, 2009.

The Last Day To Submit Open Enrollment Changes Is April 30, 2009

Completed Open Enrollment applications for Plan Year 2009-2010 must be received by HSS no later than April 30, 2009, 5PM. Open Enrollment applications can be delivered to HSS in person, sent through the mail or transmitted by fax. If you are enrolling new dependents you must provide documentation proving that your dependents meet eligibility requirements for the coming year. A valid Social Security number is also required for all enrolled individuals.

Plan Benefit & Rate Changes: Review Your Open Enrollment Packet

Your 2009-2010 Open Enrollment packet, which includes a list of your current HSS administered benefit elections and covered dependents, will be mailed in March 2009 to the home address you currently have on file with the City. (If you need to update your home address, notify your personnel supervisor as soon as possible.) Watch for this important Open Enrollment envelope and read your Benefits Guide for details about plan benefits and rate changes.

Member Services Website & Call Center

Visit myhss.org for downloadable PDF Open Enrollment applications, Benefits Guides and other resources to aid your decision making process. For in-person assistance you can also visit our office at 1145 Market Street, 2nd floor or call Member Services at (415) 554-1750.

Open Enrollment Open House April 1- 30, 2009

The HSS Open Enrollment Open House takes place at 1145 Market Street, from 8am to 4:30PM, Monday through Friday, April 1-30, 2009. Medical and dental vendors will be on-site at HSS from April 13 through April 30. Get your benefits questions answered and receive in-person Open Enrollment assistance from HSS Benefit Analysts.

Change Of Plan Required for PacifiCare and Secure Horizons Members

To help you and the City avoid a substantial increase in costs this coming year, the PacifiCare and Secure Horizons medical plan will no longer be an option in 2009-2010. If you are currently enrolled in PacifiCare or Secure Horizons you must elect a different medical plan by submitting an Open Enrollment Application to HSS no later than 5pm, April 30, 2009. PacifiCare and Secure Horizons participants who do not submit an application to elect a new medical plan during April 2009 Open Enrollment will be automatically enrolled in the City Plan.