Important information for all benefits-eligible employees

BENEFITS OPEN ENROLLMENT
OCTOBER 1 – 31, 2015

Open Enrollment is the period of time when benefits-eligible employees are allowed to select new benefits options at WSU.

Below are the things that are required of you during Open Enrollment:

- REVIEW YOUR CURRENT ENROLLMENT SELECTIONS
  You may change insurance providers, add or remove dependents, change medical plans, enroll for the first time, etc.
  If you are adding/changing dependents you must provide acceptable documentation (see [http://www.kdheks.gov/hcf/sehp/DependentDoc.htm](http://www.kdheks.gov/hcf/sehp/DependentDoc.htm)).

- IF YOU ARE CURRENTLY ENROLLED IN HEALTHY KIDS
  You must re-apply every year. Income guidelines are found at: [www.kdheks.gov/hcf/sehp/HK/HKIncome.pdf](http://www.kdheks.gov/hcf/sehp/HK/HKIncome.pdf)

- IF YOU ARE CURRENTLY ENROLLED IN FLEXIBLE SPENDING or DEPENDENT CARE ACCOUNTS
  You must re-enroll to continue. A new election must be made each plan year.

- PLAN C MEMBERS WITH A HEALTH SAVINGS ACCOUNT (HSA)
  If you do not complete Open Enrollment your contribution will default to $25. As always, you may change your HSA amount at any time throughout the year.

All plans have changed. If you do not participate in Open Enrollment, you will be defaulted into your current medical, dental and/or vision plan with the 2016 changes. Open enrollment elections are effective January 1, 2016.

KANSAS DEPARTMENT OF HEALTH AND ENVIRONMENT WILL HOLD AN OPEN ENROLLMENT INFORMATIONAL MEETING FOR EMPLOYEES
September 22, 2015 from 2-4 pm
Rhatigan Student Center (RSC), Room 233 (Santa Fe Trail) Plan to attend!

Human Resources will also host Open Enrollment informational meetings* at the following times/locations:

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<tr>
<th>Date</th>
<th>Time</th>
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<tbody>
<tr>
<td>October 12th</td>
<td>8:30am</td>
<td>Rhatigan, Rm 256</td>
<td>October 19th</td>
<td>1:30pm</td>
<td>Rhatigan, Rm 240</td>
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<td>October 20th</td>
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<td>October 21st</td>
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<td>October 22nd</td>
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<td>October 16th</td>
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<td>October 23rd</td>
<td>1:30pm</td>
<td>Rhatigan, Rm 240</td>
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*Webinars are also available at [http://www.kdheks.gov/hcf/sehp/OEWebinars.htm](http://www.kdheks.gov/hcf/sehp/OEWebinars.htm).