



Office of Employee Engagement

April 1, 2021

Dear Colleagues,

Our **open enrollment period**, which begins **Monday, April 12th** and ends **on Friday, April 30th** is your **annual** opportunity to confirm, change, enroll in or cancel your health, dental, vision, or voluntary life insurance coverage. Except in the case of certain changes in family status or other qualifying events, you will not be permitted to change, cancel or enroll in health, dental or vision-care insurance plans again until the next open enrollment period, one year from now.

Open enrollment meetings, hosted by Lawley Benefits Group will take place on **Tuesday, April 6th at 10:00 AM** and **Monday, April 12th at 12:00 PM**. If you are unable to attend, these meetings will be recorded and posted on the Open Enrollment Web Page for your convenience. All features and benefits for health, dental and vision plans will remain the same. There will be a 9.9% increase in the health insurance premium rate and no increase in premiums for the dental or vision benefits. Additional information regarding the rates and benefits are outlined in the accompanying **Summary of Benefits** and on the Open Enrollment webpage: www.daemen.edu/benefitsopenenrollment.

We are pleased to announce that the health insurance renewal for 2021 will continue to incorporate the following:

- We will continue to offer **two options for medical coverage** through Univera:
 - Univera Signature CoPay1 plan and;
 - Univera Signature Deductible3
- **Continued 100% employer contribution to Health Savings Accounts (HSAs) of participants enrolled in the Deductible Plan.** The employer contribution to the H.S.A, remains at \$1,500 for single and \$3,000 for family coverage and the subscribing employee must have an HSA account with Lakeshore Savings.
- Continuation of **tiered health insurance premium cost sharing** based on employee salary.

New in 2021-2022:

- Open enrollment will be conducted **electronically** through the **ADP self-service website**. A user friendly enrollment wizard will walk you through each step of the process. Attached are step by step directions on how to complete the electronic open enrollment process.
- All employees who are newly enrolling, changing, or electing to keep their current benefits for health, dental, vision, and/or life insurance **must complete the electronic enrollment through ADP.**
- **Employer contributions** to HSA accounts will be funded **quarterly** (June, Sept., Dec. and March)

A World of Opportunity



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Other Fringe Benefits (require paper forms):

➤ **Flexible Spending Accounts (FSA) / Dependent Day Care Accounts (DDCA):**

New paper applications will be required to continue participation in the Flexible Spending Account (FSA) or Dependent Day Care Account (DDCA) through ProFlex. These forms are available on the Benefits Website and can be uploaded through the secure portal.

➤ **Health Savings Accounts (HSA):**

All **NEW** participants in the **Univera Signature Deductible 3 Plan** are required to complete a paper HSA application to open an HSA account with our provider, **Lakeshore Savings**.

NOTE: If you already participating in the Signature Deductible 3 Plan and have an HSA Account with Lakeshore Saving you **do not need to complete a new form** unless you are making a change to your employee contribution.

The Employee Engagement Team is available to assist you with any questions you may have. Please contact us at HR@Daemen.edu or call the Employee Engagement Office at 716-839-8325.

The open enrollment portal in **ADP Workforce Now** will open on **Monday, April 12th** and will close on **Friday, April 30th**. You are encouraged to start and complete the process as soon as possible to ensure you do not miss the deadline.

Please note, that even if you are not making any changes to your current benefit elections, you are required to complete the Open Enrollment Process through ADP Workforce Now to continue your benefits for the new plan year effective June 1, 2021.

Kind regards,

A handwritten signature in blue ink that reads "Tracy Masse-Wells".

Tracy M. Masse-Wells
Employee Engagement Director