

HEALTH BENEFITS E-NEWS

*Department of Human Resource
Management
Office of Health Benefits*

February 12, 2015

2015 Open Enrollment Coming on May 1

Open Enrollment for health care and Flexible Spending Accounts (FSAs) will be held from **Friday, May 1 through Friday, May 22, 2015**. More information will be available in the Spotlight newsletter, which is scheduled for mailing in April, and on the DHRM website.

Two Important Reminders

Remember, members may be covered only by one state contract. They can't be covered under two memberships (e.g., through a mother and father or as a family member and an employee). While the Benefits Eligibility System (BES) is set up to identify duplicate Social Security Numbers and therefore will usually catch duplicate enrollments, we have seen this error happen when a Social Security Number is keyed incorrectly.

So, the second reminder is to be sure to check the accuracy of any information (e.g., Social Security Numbers) that you key in BES.

Benefits Administrator Webinar Series – Anthem Presentation is February 19

Please join Anthem and DHRM for the Anthem monthly webinar series designed for Commonwealth Benefit Administrators. Anthem's team of experts will share their knowledge and expertise with you. Each webinar is approximately 30 minutes, and includes an opportunity to ask questions at the end.



Anthem Webinar Series For Commonwealth Benefits Administrators

Check out this month's topic and sign up for the free webinar today!

To register, simply **paste the link below in your browser** and follow the instructions. Participation requires Internet access and a telephone.

COVA - Getting to Know Your EAP (Part 1)

Thursday, February 19, 2015: 1:00 pm EST (12:00pm CST, 10:00 am PST)
Event Password: Health
Event number: 828 965 332

Event address:

(for security, please do not click directly on this link)

<https://anthemevents.webex.com/anthemevents/onstage/g.php?d=828965332&t=a>

Recorded versions of Anthem and Aetna webinars may be found after the webinar date on the DHRM website at <http://www.dhrm.virginia.gov/benefitsadministration/benefits-administration-webinars>

Additional BA Training Scheduled Due to High Demand

Health Benefits Administration – Active Employees

This two-day course is designed for agency human resource professionals, health benefit administrators and payroll employees whose job responsibilities require specific and detailed knowledge of the state's health benefits programs. The course provides a review of the policies and procedures for the Active State health benefits and the flexible benefits programs. It also provides an overview of the benefits eligibility system (BES).

Dates and Location:

March 23-24, 2015

The POD: James Monroe Building
6th Floor, 101 N. 14th Street, Richmond, VA 23219
8:30am – 4:00 pm each day

Instructors: Kevin M. Johnson and Linda Morton

Health Benefits Administration – Retirement/LTD/COBRA

This course is designed for the human resource or payroll professional that is responsible for the administration of an agency's health benefits program. This course focuses on the Retiree health benefits program (which includes LTD participants and Survivors) and enrollment procedures and provides an in-depth review of Extended Coverage. Also included is an overview of the State Health Plan's HIPAA Privacy Policy.

Date and Location:

April 2, 2015

The POD: James Monroe Building
6th Floor, 101 N. 14th Street, Richmond, VA 23219
8:30am – 4:00pm

Instructors: Kevin M Johnson and Susan Jones

Please do not reply to this e-mail. You may send inquiries to the Office of Health Benefits mailbox at ohb@dhrm.virginia.gov.