

## ***HEALTH BENEFITS E-NEWS***

*Department of Human Resource Management  
Office of Health Benefits*

*May 14, 2007*

### ***Open Enrollment Ends Wednesday, May 16***

Only a few more days for employees to make changes for their health benefits and flexible reimbursements accounts effective July 1, 2007.

Some employees have reported difficulty logging into EmployeeDirect, which may prevent them from making their Open Enrollment election on-line by the May 16 deadline.

Please remind your employees who have not yet submitted their Open Enrollment election request to do so before the deadline. If they encounter difficulty with the on-line process through EmployeeDirect, encourage them to submit a paper enrollment form ("Health Benefits Eligibility And Active Enrollment Form For Employees - (Effective July 1, 2007)" and available at <http://www.dhrm.virginia.gov/forms.html>).

Open Enrollment forms must be received by close of business Wednesday, May 16 and entered into BES by Wednesday May 23.