

HANCOCK COUNTY GOVERNMENT

2018 Open Enrollment Checklist

Items listed below require your immediate attention and completion:

- 2018 Health, Dental and Vision Summary of Employee Contributions
- Must complete Plan Election Form in **FULL** – All Eligible Employees
- Dependent Election Form must be complete for **any** dependent coverage
- Vision – **NEW** – **must** complete one page Vision Application
- Complete **Certification of spousal eligibility** (if you have a spouse covered on the medical plan)
- Wellness Form – Must have completed by October 1, 2018 to receive Wellness Premium
- Complete HSA Direct Deposit Form (if you are electing HSA Plan)
- Optum Health Enrollment Form (if you participate in Flexible Spending Account)
- Register on-line at Anthem.com to maximize your benefits and compare costs.

RESOURCES:

Hancock County Government website for forms and additional information.

Anthem.com website for personal claims data, provider finder, cost estimator, etc.

For those who are Medicare eligible or close to being Medicare eligible, please see attached Fact Sheet for important information:

<https://www.cms.gov/Outreach-and-Education/Find-Your-Provider-Type/Employers-and-Unions/FS3-Enroll-in-Part-A-and-B.pdf>

If dropping enrollment forms off to HR Office, please place in a sealed envelope.