**[S.T.E.P.] HR Tips: Benefits Changes & No Changes!**

*Did you know* that even if you wish to make no changes to your medical, dental, AD&D or LTD plans for 2011, you must log onto HRconnection and go through the open enrollment process? First, print out the instructions in the [HRconnection enrollment guide](http://www.hr.uga.edu/benefits/dep_doc_bor.pdf). Next, follow the instructions to log onto HRconnection and complete the open enrollment process.

Here’s a list of other changes in effect this year, including:

- You must provide a SSN for your dependents age 45 and over or they will be dropped from the plan;
- Your dependents ages 19-25, regardless of student or marital status, are eligible for health coverage effective January 1, 2011;
- If you are adding any dependents during open enrollment, you must fax Board of Regents-approved documentation ([http://www.hr.uga.edu/benefits/dep_doc_bor.pdf](http://www.hr.uga.edu/benefits/dep_doc_bor.pdf)) to UGA Human Resources by the open enrollment deadline;
- You may sign up for LTD during opening enrollment without having to provide a statement of health;
- Health and Dental plan premium rates have increased;
- “Seed” (deposit) to Health Savings Account (HSA) under the High Deductible Health PPO Plan again this year, but at half of last year’s amount; and
- Medco generic co-pay waiver program for the PPO and PPO Alternative Network health plans applies only to prescriptions filled through the mail order pharmacy.

To learn about additional changes, please visit UGA Human Resources’ open enrollment web pages at [http://www.hr.uga.edu/open_enrollment.html](http://www.hr.uga.edu/open_enrollment.html).

Open enrollment for employees participating in UGA Benefits programs is from October 25 through November 19, 2010. If you’re thinking of making a change to your benefits selection or need a refresher course on the choices available to you, plan now to attend one of the [Open Enrollment Information Sessions](http://www.hr.uga.edu/open_enrollment.html).

Your benefits choices are some of the most important decisions that you make. *Keep Informed!*

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HR Tips is brought to you by the Libraries’ Human Resources department and will be issued periodically. Suggestions for tips are welcomed. Submit your ideas for future tips, or any questions you might have, to [libjobs@uga.edu](mailto:libjobs@uga.edu). To view past HR Tips go to [http://www.libs.uga.edu/humres/hrtips/index.html](http://www.libs.uga.edu/humres/hrtips/index.html).

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