

SUNY EMPLOYEES ELIGIBLE FOR HEALTH INSURANCE COVERAGE

ANNUAL OPTION TRANSFER PERIOD INFORMATION

Changes that can only be made once each year during the month of November: anyone who is considering making any of the following changes must do so no later than November 30, 2009:

- 1) change premium deduction from pre-tax to post-tax or vice versa*;
- 2) change the federally qualified (dependent) status of a domestic partner (in addition to the family premium, enrollees pay tax on “imputed income” for an enrolled domestic partner. If, however, the domestic partner can be declared a dependent for tax purposes, enrollees do not pay the imputed income);

and, if your premiums are currently deducted on a pre-tax basis:

- 3) change coverage from family to individual while your dependents are still eligible for enrollment;
- 4) cancel your coverage while you are still eligible for enrollment.

***A few words about pre-tax/post-tax premium deductions:** Enrollees’ health insurance premiums are deducted on a pre-tax basis unless the enrollee chooses to have premiums deducted post-tax, instead. Pre-tax deductions enable enrollees to save federal, state, social security and medicare taxes on the amount of their earnings equal to their health insurance premium. Since this lowers the amount of income reported to Social Security, pre-tax deductions MAY diminish individuals’ social security benefits.

To change from family to individual coverage or cancel coverage completely: If you have pre-tax premium deductions, you can only make these changes during the calendar year if you experience a qualifying event AND submit a request to make such a change prior to or within 7 – 30 days of the event, depending upon the type of event. For example, the filing of a separation agreement is a qualifying event. If you have pre-tax premium deductions, to remove a spouse from family coverage and switch to individual coverage as a result of such separation, a request to make such a change MUST be signed/submitted to Human Resources no later than 30 days after the separation agreement is filed and entered.

If you have post-tax premium deductions, you can switch from family to individual coverage or cancel your coverage completely at any time, effective upon date of your request.

To change from individual to family coverage or obtain coverage if not currently enrolled: Whether you have pre-tax or post-tax premium deductions, these changes can be made at any time, **however**, such changes will be made effective **5 pay periods after** the change is requested, unless there is a qualifying event. Such changes can be effective on the date of a qualifying event if the request for the change is made prior to or no later than 7 – 30 days after the event, depending upon the type of event.

RATES: 2010 health insurance premium rates are not yet available. As soon as they are available, they will be posted at www.cs.state.ny.us/ebd. They will also be published in the Bulletin and posted on the Human Resources website. Employees will have 30 days from the date we receive the 2010 rates to submit a signed transaction form to change between the Empire Plan and an HMO or change from one HMO to another HMO, if interested in doing so.

To obtain forms and/or further information, contact Human Resources at x2509.