



HUMAN RESOURCES

Illinois State University

TO: All Impacted Faculty and Staff
FROM: Human Resources
RE: **FY 2020 Benefit Choice**
DATE: May 1, 2019

The FY 2020 Benefit Choice Period begins May 1, 2019 and ends on May 31, 2019. Changes **MUST** be made by close of business on May 31, 2019.

The State has made no changes to plan design or full-time employee premiums this year. The only changes that impact employees are as follows:

- ❖ The Medical Care Assistance Plan (MCAP) maximum annual contribution is increasing from \$2,650 to \$2,700. The \$500 rollover is still in place as long as you re-enroll in MCAP for the new plan year.
- ❖ As occurs every year, rates for part-time employees (those working below 1.0 FTE) will change consistent with changes to the State-paid portion of the annual premiums.

Did You Know?

- ❖ **All Benefit Choice changes must be made through mybenefits.illinois.gov.** If no changes are being made, then no action is required. **REMEMBER:** You must re-enroll each year to participate in Flexible Spending Programs (MCAP or DCAP).
- ❖ Social Security Number (SSN), date of birth and proof of relationship (i.e. - birth certificate, marriage license, civil union partnership certificate, adoption decree, etc.) are required when adding dependents to coverage. These documents **MUST** be uploaded through mybenefits.illinois.gov on or before **June 10th** in order for the coverage to be processed. If the documentation is not submitted, the dependent will not be covered.
- ❖ An approved Statement of Health is required to add or increase Member Optional Life coverage or to add Spouse Life coverage. Statement of Health applications **MUST** be received by Minnesota Life on or before May 31st in order to be processed. Both pages are required. Applications are available on mybenefits.illinois.gov.
- ❖ Proof of other comprehensive health coverage provided by an entity other than the Department of Central Management Services is required for any full-time employee wishing to opt out of health coverage. The proof must be uploaded on or before **June 10th** and must show an **effective date of coverage**.
- ❖ You can review your current benefits by accessing your benefits summary in mybenefits.illinois.gov. Elections made during Benefit Choice will appear in the system after July 1st.

- ❖ Your ilstu.edu email is the default email in the My Benefits system. We recommend that you keep this in place. If you change to a personal email address, it is your responsibility to keep that address updated and monitor your personal email account for any benefit updates from the State. We will only use your ilstu.edu email for communications from our office.
- ❖ After July 1, 2019, you should monitor payroll deductions and coverage elections to verify accuracy. Notify Human Resources immediately if deductions or elections are not correct.
- ❖ Benefit Choice is a great time to double check that your providers are still in-network for your chosen carrier. Networks can change at any time and your provider leaving the network is never an event that would allow you to change health plans.

Need More Information or Assistance?

- ❖ The FY 2020 Benefit Choice Options booklet along with instructions on how to enroll/make elections are available under Benefit Resources on the [Human Resources website](#).
- ❖ The My Benefits Marketplace is available Monday – Friday from 8:00 am – 6:00 pm to provide assistance with registration and enrollment. They can be reached at 844-251-1777.
- ❖ Call the Human Resources office at 309-438-8311 or email us at hrbenefits@ilstu.edu and we will gladly assist.