

**GOVERNMENT OF THE DISTRICT OF COLUMBIA**  
**D.C. Department of Human Resources**



## **OPEN ENROLLMENT 2012**

### **Frequently Asked Questions (FAQ)**

#### **1. What is Open Enrollment?**

Open Enrollment is a designated time frame each year, in which employees can make changes to their benefit elections. These benefits include health, vision, dental, life insurance, flexible spending accounts, short term disability insurance and long term disability insurance.

#### **2. Are there any new plan offerings during Open Enrollment?**

Yes, there are new offerings for life insurance and enhancements for Option C Life Insurance, new CIGNA Dental PPO rates, and changes in health insurance plans.

#### **3. What is the difference between DCEHB and FEHB enrollees?**

District of Columbia Employee Health Benefit (DCEHB) enrollees are employees of D.C. Government that were first hired on or after October 1, 1987.

Federal Employee Health Benefit (FEHB) enrollees are employees of D.C. Government that were first hired on or prior to September 30, 1987.

#### **4. When is Open Enrollment?**

Open Enrollment is from November 14<sup>th</sup> through December 21<sup>st</sup>.

#### **5. Can I make changes to my benefit elections?**

All Open Enrollment changes must be submitted through Employee Self Service (ESS). Beginning the week of November 28, 2011 through December 21, 2011 you can access ESS via PeopleSoft on your workstation or via any computer at:  
<https://ess.dc.gov/psp/essprod/?cmd=login>

#### **6. Can I make changes from my computer at home?**

Yes, by visiting <https://ess.dc.gov/psp/essprod/?cmd=login>

#### **7. What can I do if I need assistance with ESS or do not have access to a PC?**

Employees that need assistance with ESS or need to use a network PC can come to the HR Answers Customer Service Center located at 441 4<sup>th</sup> Street, N.W. This location is accessible via metro's Red line at Judiciary Square. The hours of the Customer Service Center are Monday through Friday from 8:30am to 5:00pm.

#### **8. When do changes made during Open Enrollment go into effect?**

The changes made during open enrollment will be effective January 1, 2012.

## **9. Do I have to make changes during Open Enrollment?**

No, you do not have to make changes to your benefit elections during Open Enrollment. If you opt not to make any changes, it is important to note that **employees currently enrolled in United Healthcare HMO and Point of Service (POS) plans that do not elect a new plan will be transitioned to the United Healthcare Choice Plan Nationwide**. However, with flexible spending (FSA) and commuter benefits accounts, you do have to make the election each year in order to keep the pre-tax benefits. Employees are highly encouraged to review their benefits information each Open Enrollment Season. Employees should also review Summary Plan Descriptions for selected carriers. It's also important to review new premium rate information.

## **10. Will my Health and Dental premiums change?**

Yes, the rates for health and dental have increased. The rates are available online at [www.dchr.dc.gov](http://www.dchr.dc.gov). Even if you do not make any changes during Open Enrollment, your premium will be adjusted according to your plan election.

## **11. Will I have an opportunity to meet with the providers to discuss different insurance options?**

There are several Health Benefit Fairs that are being held throughout the city, both during the week and on weekends. The schedule of fairs is available online at [www.dchr.dc.gov](http://www.dchr.dc.gov).

## **12. Where can I get information on the current plan offerings?**

You can get information by attending one of the Health Benefit Fairs or going online to [www.dchr.dc.gov](http://www.dchr.dc.gov) for FEHB (Federal Employee Health Benefits). However, we are still in negotiation to get the best rates for DCEHB (DC Employment Health Benefits) and the plan offerings and rates will be available the week of November 28, 2011.

## **13. How does the Healthcare Reform Act affect the benefit offerings for 2011?**

There are three major changes resulting from the Act:

1. All health benefit carriers will cover preventive care at 100%. You will no longer be charged co-pay for these services.
2. Children will be covered up to their 26<sup>th</sup> birthday, regardless of their student status.
3. Over-the-counter medications will be ineligible for coverage under the flexible spending accounts (FSA).

## **14. Are there any additional major changes that I need to be aware of?**

1. Commuter Transit limit has decreased to \$125 per month.
2. Commuter Parking limit increased to \$240 per month.
3. Premium changes for Federal Employee Group Life Insurance (FEGLI) categories.
4. DCEGLI is "Open" for enrollment and there are also changes to Option C Spouse/Dependent Coverage.
5. New health insurance plans.

**If you have any questions about 2012 Open Enrollment, please contact DCHR Benefits, Retirement and Staffing Services at (202) 442-7627.**