Do I Need to Do Anything for Open Enrollment?

Follow the prompts to see if there is anything you must do for the Open Enrollment Period, May 3-24, 2021.

I am a benefits eligible SPSD employee

**True**

- I would like to enroll in, drop, change plans, or add/delete dependents to the health insurance.
  - **True**
    - Fill out an Anthem Form and return to Mary Dinsmore at Central Office no later than May 24, 2021.
  - **False**
    - Do nothing. Your medical insurance coverage (if any) will remain unchanged.

- I would like to enroll in, drop, or add/delete dependents to the dental insurance.
  - **True**
    - Fill out the MSMA or Delta Dental Form and return to Mary Dinsmore at Central Office no later than May 24, 2021. If you are uncertain which form to use, look at the rate sheets. If there is no rate sheet for a dental benefit for your bargaining unit, your group is not offered that benefit.
  - **False**
    - Do nothing. Your dental insurance coverage (if any) will remain unchanged.

I am eligible for an in lieu of payment.*

**True**

- I would like to open or continue health care and/or dependent care flexible spending account(s) (FSA) in the next benefit year.
  - **True**
    - Complete an in lieu of form and return it with proof of health coverage to Mary Dinsmore at Central Office no later than June 4, 2021. If you have been eligible in previous years, a form will be sent to you through e-mail and interoffice mail.
  - **False**
    - Do nothing.

- Do nothing if you don't have a FSA and don't want one. If you have a FSA now, don't want to continue contributions, but want unused money to roll into the next year, return a form by 5/24/21. If you want the FSA to close completely, do nothing.

**False**

- There is nothing for you to do during open enrollment.

Fill out the MSMA FSA Form and return to Mary Dinsmore at Central Office no later than May 24, 2021. Make sure your annual election is evenly divisible by the number of pay periods in a year.

* If you are unsure whether you are eligible or not, you are likely not eligible. See your collective bargaining agreement for specific provisions. Eligible participants are sent the in lieu of form through email and interoffice mail.