



SEQUIM SCHOOL DISTRICT

Volume VI, Issue I

October 2019



SEBB OPEN ENROLLMENT IS NOW! OCTOBER 1ST—NOVEMBER 15TH, 2019

SEBB Open Enrollment Web Page

The SEBB Program's [open enrollment webpage](#) is now live, with all the information school employees need to prepare for the first annual open enrollment, October 1—November 15, 2019. The online version of the [2020 School Employee Initial Enrollment Guide](#) is also available online.

Am I required to enroll?

If you meet the eligibility requirements, you are required to enroll. However, you may waive your enrollment in SEBB medical if you are enrolled in other employer-based medical, a TRICARE plan, or Medicare.

If you are eligible to waive enrollment in medical, you **MUST STILL** enroll in dental, vision, basic life insurance and accidental death and dismemberment (AD&D) insurance, and basic long-term disability (LTD) insurance for yourself.

What happens if I don't enroll?

If you are eligible but do not enroll or waive your enrollment in SEBB medical during the first annual open enrollment, you will be enrolled by default as a single subscriber in UMP Achieve 1 (for medical), Uniform Dental Plan, MetLife vision, basic life insurance, basic AD&D, and basic LTD. Your dependents will not be enrolled. You will be charged a monthly \$33.00 premium for medical coverage as well as \$25.00 per account monthly tobacco use premium surcharge.

If you are enrolled by default, you cannot change plans or enroll your eligible dependents until the next annual open enrollment unless you have a special open enrollment event that allows the change.

How do I know if I'm eligible?

- If you're a school employee anticipated to work 630 hours during the school year, you're fully eligible.
- It doesn't matter whether you're full-time, part-time or a substitute.
- It doesn't matter whether you're certificated, classified, or an administrator.

Are there special circumstances?

- If you're not anticipated to work 630 hours at the beginning of the school year, but you actually do work 630 hours before the end of the school year, you're eligible.
- If your work schedule is revised during the year and you are then anticipated to work 630 hours, you're eligible.
- You can only count hours worked in one school district.

When do I enroll?

Initially, all eligible school employees will enroll in SEBB benefits during the first annual open enrollment, **October 1 through November 15, 2019.**

To enroll in benefits, visit [SEBB My Account](#). When you log into SEBB My Account, you will be asked to create a Secure Access Washington account for security purposes. If you need help with signing up, watch the [SEBB My Account training videos](#).

If you do not have access to a computer or internet access, ask your payroll and benefits office for a 2020 School Employee Enrollment packet. Your payroll and benefits office must receive your 2020 School Employee Enrollment form with benefit elections no later than November 15th, 2019.

Are my dependents eligible?

Eligible school employees enrolled in SEBB benefits may enroll the following dependents:

- Your legal spouse
- Your state-registered domestic partner as defined in WAC 182-30-020
- Your children, up to the last day of the month in which they become age 26
- Children with disabilities
- Extended dependent children who meet specified eligibility criteria

What is dependent verification?

If you are enrolling dependents on your SEBB Program benefits, you will be required to provide evidence of your dependent's eligibility.

All dependents must be verified **BEFORE** they can be enrolled under your coverage, whether they are new or you have already verified their eligibility with your employer.

What are valid dependent verification documents?

Birth certificates, adoption decrees, tax returns, and parenting plans are among the types of documents you can use to prove eligibility. All documents must be submitted in English.

If you are enrolling a spouse, provide a copy of your most recent year's jointly filed Form 1040 federal tax return that lists the spouse (black out financial information), your most recent year's and your spouse's most recent year's file Form 1040 federal tax returns if filed separately (black out financial information), or marriage certificate and evidence that the marriage is still valid, such as a utility bill within the last 2 months.

If you are enrolling a child, provide a copy of birth certificate showing the name of the parent who is the subscriber, certificate or decree of adoption showing the name of the parent who is the subscriber, court ordered parenting plan, National Medical Support Notice, or most recent year's federal tax return that includes the child as a dependent and lists them as a son or daughter (black out financial information).

** If the dependent is the subscriber's stepchild, the subscriber must also verify the spouse or state registered domestic partner in order to enroll the child, even if not enrolling the spouse or state registered domestic partner in SEBB insurance coverage.

How do I submit verification documents?

You can submit documentation in one of two ways:

- Upload dependent verification documents in SEBB My Account or
- Provide documents directly to your payroll and benefits office.



BENEFIT FAIRS

Peninsula College in Port Angeles will be hosting a SEBB benefit fair in Pirates Union Building, room J-47 on October 17, 2019 from 4 p.m. to 8 p.m.

At the fair, you can pick up information and speak with representatives from the health plans, the SEBB Program, and other plan administrators that administer SEBB benefits.

A [virtual benefits fair](#) is a new way to learn about your benefit options through an online experience available anytime, day or night, during the first annual open enrollment.

Visit and explore to learn more about all the benefits available. You will find links to videos, downloadable content, provider searches, and other information to help you choose the right plans for you and your dependents. Use your computer, tablet, or smartphone to visit at your own pace.

Easy Access at Anytime!

- Understand your benefits and how to enroll
- Look up coverage information for your plans
- Find information about benefits and networks

Instantly, all right from the convenience of your phone!

ADD SEBB BENEFITS APP TO YOUR PHONE

Just Text "SEBB Benefits" To **36260** and you'll get a Link to download it

OR
SCAN THE QR CODE

[Payroll and Benefit Contacts](#)

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