

2024 Benefits Open Enrollment



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Overview Sessions:

Nov 6 (In Person)

Nov 9 (In Person)

Nov 10 (Virtual)

Nov 14 (Virtual)

Open Enrollment (OE): November 1 - November 17



2024 Open Enrollment

Today's Presenters



Jennifer Graney | Partner

Consiliarium Group

(HWS' Benefits Consultant)



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Open Enrollment (OE): November 1 - November 17



Overview of Today's Discussion

The 5 most important things you should know this open enrollment

1. Updates to HWS' benefit plan offerings for 2024
2. Flexible Spending Account – New Administrator for 2024!
3. Additional Worksite Benefits
4. New Benefits Enrollment System
5. Important 2024 Open Enrollment Action Steps





Important Thing #1 – What to Know this Open Enrollment

Updates to HWS' benefit plan offerings for 2024

Medical

Prescription (RX)

Dental

Vision





2024 Health & Prescription (RX) Plan

Highlights:

- Remaining with Excellus Blue Cross Blue Shield
- Continue to offer the one (1) Hybrid Plan
- Beginning 1/1/2024, continuing with OptumRX, introducing an enhanced pharmacy service integration with RXBenefits
- Introducing a Single ID Card with Medical & RX Benefits combined on one card.



2024 Health Plan Overview



| *Benefit Features | Excellus BluePPO |
|--|--|
| Preventive | Covered in Full |
| Deductible (In-Network) | Individual: \$275, Family: \$825 Aggregate |
| Coinsurance | 10% Coinsurance (\$1,000 Single Max; \$2,000 Family Max) |
| Out of Pocket Maximum (In-Network) | Medical: \$2,500 Individual/\$5,000 Family; Pharmacy: \$2,400 Individual/\$4,800 Family |
| PCP/Specialist Office Visit | \$25 / \$40 Copay |
| Hospital Inpatient/Outpatient Surgery | Subject to Deductible & Coinsurance |
| Prescriptions (through OptumRX) | <i>Retail: \$10/\$30/\$50 (per 30 day supply); Mail Order: \$20/\$60/\$100 (per 90 day supply)</i> |
| Emergency Room/ Urgent Care | \$200 / \$25 Copay |



MDLIVE Telemedicine



- Excellus BCBS Website www.excellusbcbs.com
- **Telemedicine Benefit** –Excellus, via their partner, MDLIVE, offers another alternative to receive care. Visit with a U.S. board certified doctor right from your home, office or on the go for non-emergency medical conditions and behavioral health services.



Excellus Telemedicine
Visit – Covered in Full



\$25 Copay



\$25 Copay



\$200 Copay





OptumRX / RxBenefits



Optum will continue to be the Pharmacy Benefits Manager for HWS' RX benefits

Who is RxBenefits?

As your Pharmacy Benefits Optimizer, RxBenefits brings you greater discounts, better access, and improved member services.

RxBenefits is a team of over 500 pharmacy experts and dedicated clinicians to ensure you and your family are getting the right medications at the best possible price.

RxBenefits® Member Services

Our Member Services representatives are equipped to help you, your physician, and your pharmacy with questions such as:

- "Is my pharmacy in the network?"
- "Is my drug covered?"
- "How do I start using Mail Order for my medications?"
- "How do I get a Prior Authorization?"
- "Can you assist me with general benefit questions?"

No matter what the issue or need, members can always expect RxBenefits to:

- Act with urgency
- Remain responsive to change
- Follow all issues to Resolution

Contact the RxBenefits Member Services Team at 800.334.8134 or CustomerCare@rxbenefits.com

The Member Services team may be limited in their ability to answer very detailed questions until your plan design is finalized, but you can contact them for general questions from 7:00 am to 8:00 PM CST, Monday – Friday.

On weekends, after hours, and on holidays, members are given the option to speak with a PBM representative or leave a message for the RxBenefits Member Services Team to return their call.



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* NOTE: This description is only a summary. Please refer to your group benefit contract and benefit booklet for the complete terms, conditions, and exclusions of the group benefit program.



2024 Dental & Vision Plans

Highlights:

- Remaining with Guardian for Dental and Vision
- Dental- two dental plan offerings: High/ Low
- Vision - offer Davis or VSP Network Options
- Dental/Vision Provider Network Lookup: www.guardianlife.com



2024 Dental Plan Overview



| Guardian Dental Plan Offering | | |
|---------------------------------|------------------------------------|------------------------------------|
| Benefit | Low Plan | High Plan |
| Annual Deductible | Individual: \$50 - 2 Per Family | Individual: \$50 - 3 Per Family |
| Annual Benefit Maximum | \$1,500 per person | |
| Preventive Care | Covered 100% - Deductible Waived | |
| Basic Care | Covered 50% After Deductible | Covered 80% After Deductible |
| Major Care | No Coverage | Covered 50% After Deductible |
| Orthodontia | No Coverage | Covered 50% After Deductible |
| Lifetime Orthodontia Maximum | No Coverage | \$1,000 |
| Maximum Rollover | Not Applicable | Yes |
| Dependent Coverage | 26 | |



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**In-Network ONLY – Out-of-Network coverage is subject to additional charges*

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2024 Vision Plan Overview



| Benefit | | Guardian VSP | Guardian Davis Vision |
|----------------------------------|---------------------------|-----------------------------------|--------------------------------------|
| Service | | In-Network Coverage | |
| | | | |
| | Eye Exam | Calendar Year | |
| | Lenses or Contacts | Calendar Year | |
| | Frames | Calendar Year | |
| Eye Exam | | \$10 Copay | |
| Material Copay | | \$25 Copay | |
| Frames | | Covered to \$130 & 20% of balance | |
| Contact Lenses (elective) | | Covered up to \$130 | Covered up to \$130 & 15% of balance |
| Dependent Coverage | | 26 | |



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Important Thing #2 – What to Know this Open Enrollment

Flexible Spending Account

- Beginning January 1, 2024, Hobart and William Smith Colleges will transition our Flexible Spending Account administration to Lifetime Benefit Solutions (LBS). Participants in the FSA for 2024 will receive new FSA cards with LBS.
- For those currently enrolled in FSA today, Alera will continue to process the 2023 FSA funds including the grace period, meaning If you have a remaining balance in your 2023 FSA, you have until March 15, 2024 to incur claims and June 15, 2024 to submit claims for reimbursement with Alera.
- Beginning 1/1/2024, LBS will administer 2024 FSA claims for reimbursement.
- For 2023, the FSA maximum contribution limit was \$3,050. For 2024, the limit is \$3,200.
- Dependent care FSA annual limit remains at \$5,000.





2024 Pre-Tax Savings Accounts

Highlights:

- Medical Flexible Spending Account – 2024 IRS Limits \$3,200
- Dependent Care Flexible Spending Account – IRS Annual Limit \$5,000 per household



What is a Health Flexible Spending Account (FSA)?



An **FSA** (also known as a **flexible spending arrangement**) is a special account you put money into that you use to pay for certain out-of-pocket health care costs.

You don't pay taxes on this money. This means you'll save an amount equal to the taxes you would have paid on the money you set aside.

<https://www.healthcare.gov/have-job-based-coverage/flexible-spending-accounts/>

The Benefits of Using an FSA

An example using a married filing status, no exemptions

Without Health FSA/Dependent Care FSA

| | |
|-----------------------------|-------------------|
| Gross Monthly Salary | \$4,000.00 |
|-----------------------------|-------------------|

Minus:

| | |
|--------------------|-------------------|
| Federal Income Tax | \$328.08 |
| State Income Tax | \$181.48 |
| FICA Tax | \$306.00 |
| Net | \$3,184.44 |

Minus:

| | |
|---------------------------------|-------------------|
| Health Care Expenses | \$200.00 |
| Dependent Care Expenses | \$400.00 |
| Monthly Spendable Income | \$2,584.44 |

With Health FSA/Dependent Care FSA

| | |
|-----------------------------|-------------------|
| Gross Monthly Salary | \$4,000.00 |
|-----------------------------|-------------------|

Minus:

| | |
|---------------------------------|-------------------|
| Health Care FSA Contribution | \$200.00 |
| Dependent Care FSA Contribution | \$400.00 |
| Taxable Income | \$3,400.00 |

Minus:

| | |
|--------------------|----------|
| Federal Income Tax | \$256.08 |
| State Income Tax | \$144.94 |
| FICA Tax | \$260.10 |

| | |
|---------------------------------|-------------------|
| Monthly Spendable Income | \$2,738.88 |
|---------------------------------|-------------------|



Monthly Increase in Spendable Income is **\$154.44**.
An Annual Increase of More Than **\$1,800!**

Health FSA Overview



Plan Year

12 calendar months
Typically starts on
January 1



Run-Out Period

Time period you have to
file claims after the end
of the plan year
120 days



Contribution Limits

\$3,050 in 2023



Eligible Expenses

Medical, dental, vision,
pharmacy, and much
more!

Key Details

- **Employer-owned** account; **non-portable** if you leave your employer (eligible for COBRA)
- **Employee-funded** through pre-tax payroll deductions each pay period
- Employees have **access** to entire FSA funds from **day 1** of the plan year
- Must enroll/re-enroll **every year**
- **“Use it or lose it”** –plan ahead when making your election – Your plan has **grace period**.

Health FSA-Eligible Expenses



- Copays for office visits
- Laser eye surgery
- Orthodontia
- Prescriptions
- Vaccines
- Dental treatment
- Vision treatment
- Eyeglasses and contacts



A full list of eligible expenses can be found at:

www.lifetimebenefitsolutions.com

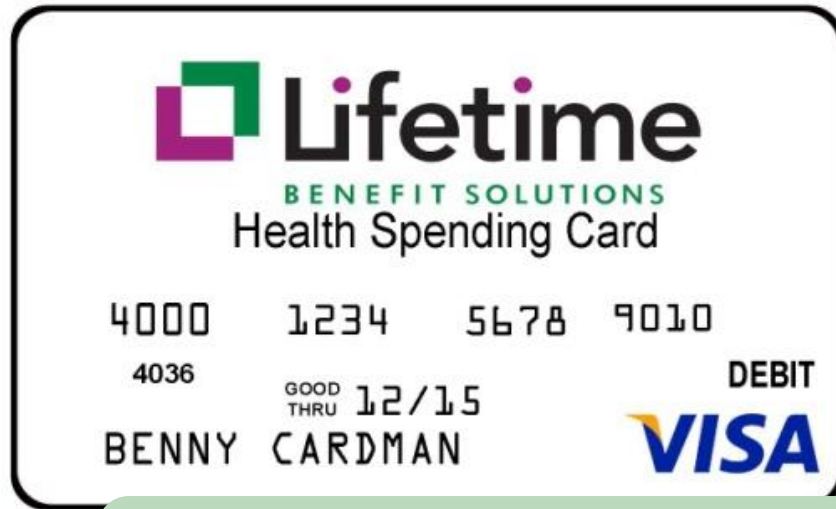
Click on **Members** > **Flexible Spending Account (FSA)** > **Qualified Medical Expenses**

REMINDER - NEW IN 2020

Over-the-Counter and Menstrual Products

- Pain relievers (Advil, Tylenol)
- Cough medicine
- Insect bite cream
- Claritin/Allergy medicine
- Heartburn medicine
- Tampons/Pads

Health Spending Card



Auto-Substantiation:

When your Health Spending Card is swiped, your purchase is automatically approved at point-of-sale for eligible expenses.

Our auto-substantiation rate
is **90%**!

- Your Health Spending Card can be used to easily pay for **any eligible expenses**
- **Two cards** are issued to each member
- **Save your receipts!**



You are required to save your receipts in the event that you are audited by the IRS. Additionally, LBS may occasionally request a receipt.

Requests for Receipts



The **IRS requires** that LBS determine that **all transactions** are for **FSA-eligible expenses**.



Most debit card transactions will be **automatically validated**, but on occasion LBS will **request a receipt**.

When you receive a request for receipt...

Find the receipt being requested. Make sure it is a detailed invoice/receipt or an insurance Explanation of Benefits (EOB).

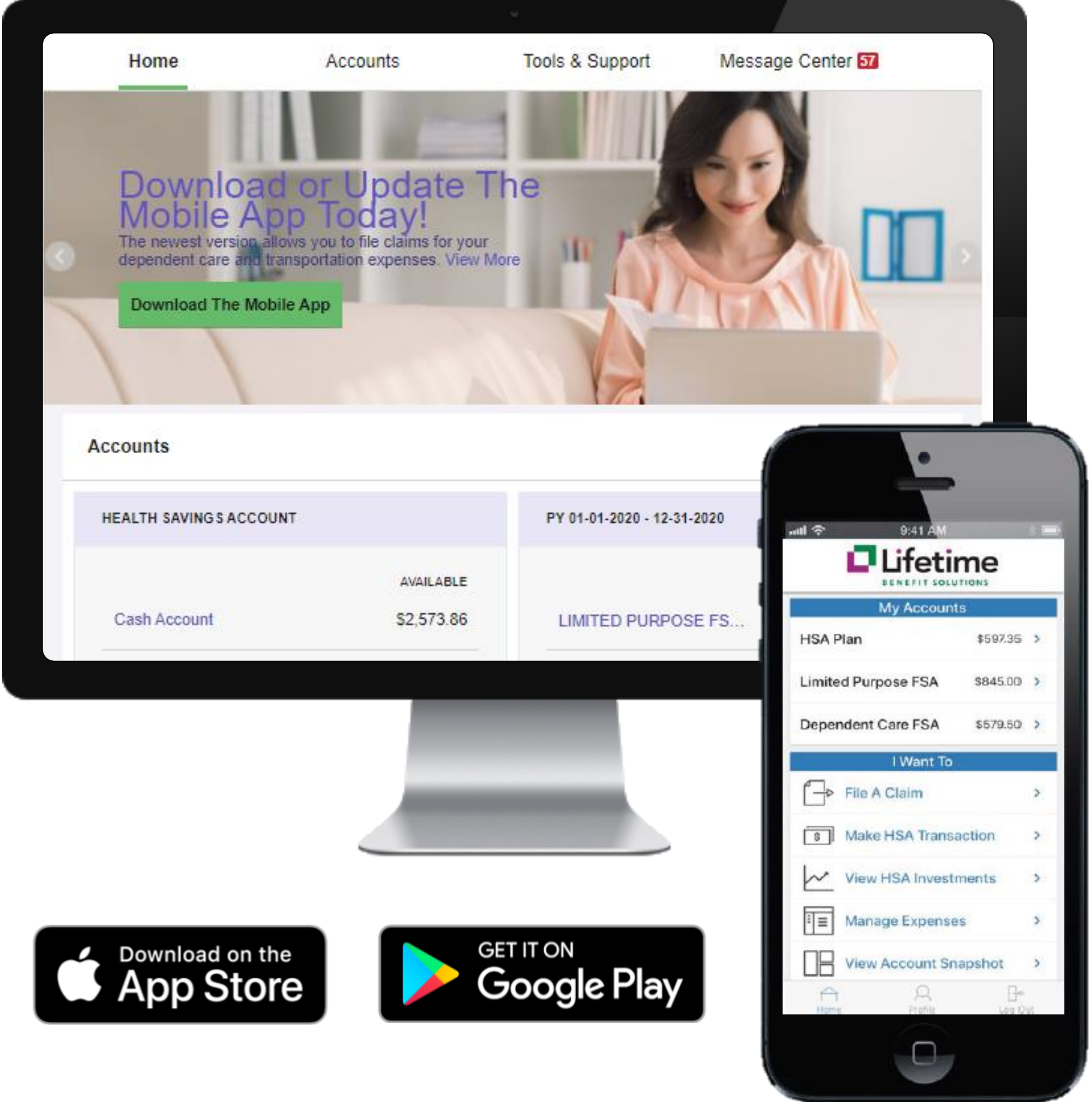
Log on to our member portal.

On the home page, under **Tasks**, you can link to all of your pending receipt requests.

Upload the receipt associated with the transaction.

You are all set!

Member Portal and Mobile App



With your FSA, you'll receive access to a secure, easy-to-use web portal and mobile app where you can:



Check your current FSA and Dependent Care balance



View account activity and receive alerts via text message



File new claims – easy as taking a picture of a receipt



Provide supporting documentation to substantiate claims



Review expense information and enter a new expense



Important Thing #3– What to Know this Open Enrollment

Additional Worksite Benefits

- NY Life- Voluntary Life
- MetLife- Accident & Critical Illness



Life Insurance



| Benefits Plan | 2024 Highlight |
|---|--|
| <u>Employer-paid</u> Basic Life Insurance & Accidental Death and Dismemberment | <ul style="list-style-type: none">• No Change. Remains Employer-paid benefit• 1x's salary to \$200,000 benefit |
| <u>Voluntary</u> Life Insurance Self, Spouse, Children | <ul style="list-style-type: none">• No Change to overall rate• Premium subject to change based on age bracket for 2024 |

During open enrollment:

Employee: May elect 1-4x annual salary to a max of \$400k – EOI required for amounts over \$200K

Spouse: Option 1 - \$10,000 or \$25,000 flat amount / Option 2 – 50% of employee's life coverage to a maximum of \$100k; EOI required for amounts over \$25K

Dependent Child: Birth to 14 days: \$500/ 14 Days to age 26: \$4000





Voluntary Accident / Critical Illness Plans

Summary



- **Specified Disease** – provides a cash benefit when a covered person is diagnosed with a covered specified disease (for example – cancer, heart attack, stroke, ALS, End-stage Renal Disease)
 - *Includes a Health Screening Benefit - \$50 per year*
- **Accident Insurance** – provides a fixed cash benefit based on MetLife's schedule when a covered person suffers certain injuries or undergoes a range of medical treatments/care resulting from a covered accident.
 - Two options are available – High or Low Plan (difference is reimbursement schedule/premium)





Important Thing #4 – What to Know this Open Enrollment

New Benefits Portal for 2024

- HWS will be utilizing a new benefits portal for open enrollment, **Employee Navigator**.





2024 Benefits Open Enrollment Employee Navigator

HWS faculty/staff received emails from Employee Navigator beginning on November 1st letting you know that your enrollment window is open. You will be able to log in and complete your enrollment through the portal. ***Company Identifier Code: HWSCollege***


During your enrollment, you will need to complete the following:

- Benefits Enrollment
- Personal Information – update addresses, dependent info, etc.
- Update beneficiaries for New York Life



2024 Benefits Open Enrollment Employee Navigator

HWS employees will have 24/7 access to their personal information, job details and benefits through Employee Navigator. Employees will be able to compare plans & costs and complete their enrollments through the system. You can access benefit resources and company documents throughout the year.



Username

Password

Login

[Reset a forgotten password](#)

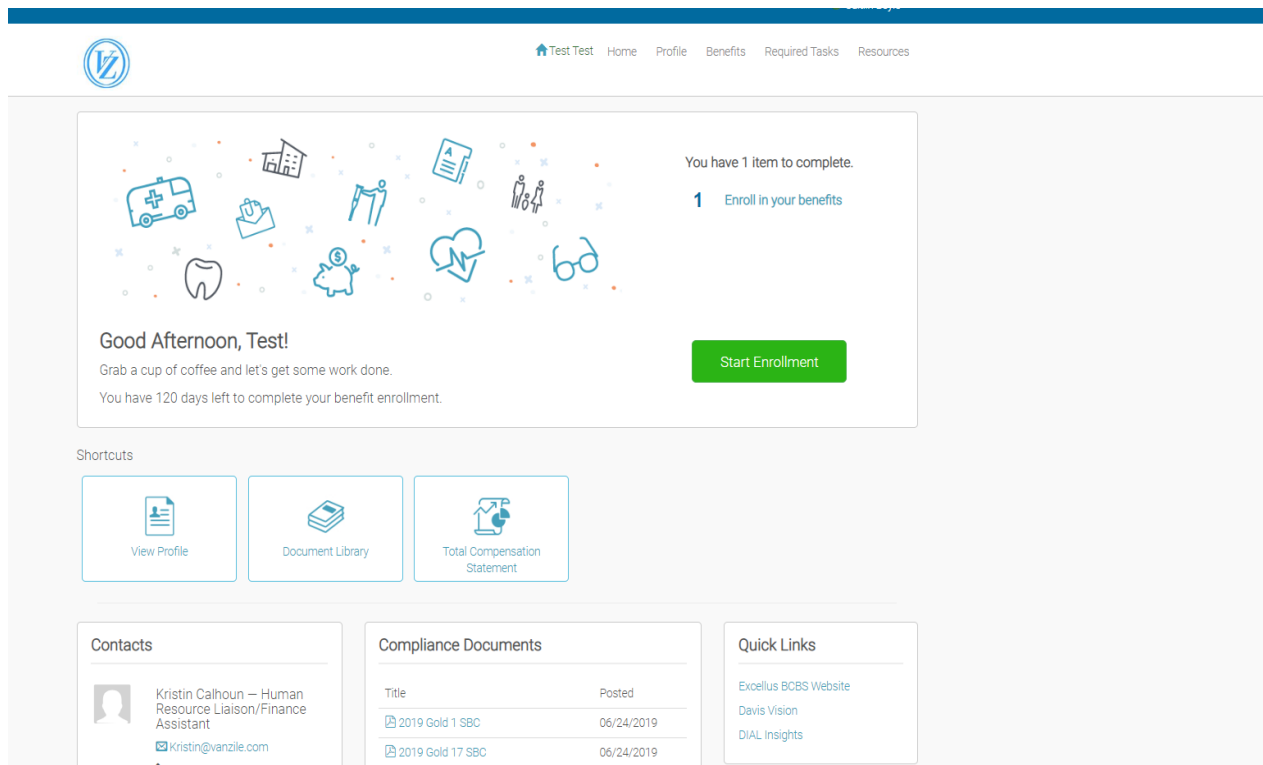
[Register as a new user](#)

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Test Test Home Profile Benefits Required Tasks Resources

You have 1 item to complete.

1 Enroll in your benefits

Good Afternoon, Test!

Grab a cup of coffee and let's get some work done.

You have 120 days left to complete your benefit enrollment.

Start Enrollment

Shortcuts

View Profile Document Library Total Compensation Statement

Contacts

Kristin Calhoun — Human Resource Liaison/Finance Assistant

Kristin@vanzile.com

585-697-2716

Compliance Documents

| Title | Posted |
|------------------|------------|
| 2019 Gold 1 SBC | 06/24/2019 |
| 2019 Gold 17 SBC | 06/24/2019 |

Quick Links

Excellus BCBS Website

Davis Vision

DIAL Insights



Important Thing #5– What to Know this Open Enrollment

Important 2024 Open Enrollment
Action Steps



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2024 Open Enrollment Action Steps

Your Takeaways:

- Login into Employee Navigator
- Review your personal information, benefits, make any changes, & confirm your elections for 2024 by November 17
- Remember: FSA administrator change and the steps between the prior administrator, AleraPay, and the new administrator, LBS. Be on the lookout for new FSA cards in the mail
- Remember: New SINGLE medical/RX id cards will be issued in December – be on the look out for this in the mail



Thank you for participating in the OE Session!

Questions

Please reach out to:

HWS The Office of Human Resources

315-781-3312

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