



## 2012 Employee Benefits Open Enrollment October 17—November 16

### 2012 Benefits Enrollment

Now is the time to enroll yourself and your dependents in health care benefits for 2012! This is the time to make changes to your medical, dental, vision, Flexible Spending Account, and life insurance elections for 2012. *Benefit Matters* guides and a copy of your 2011 health care selections will be distributed the week of October 17<sup>th</sup>.

Civilian employees will continue to have the choice of three (3) health plan options: **Value PPO, Standard PPO, and Premier PPO**. A health plan comparison chart can be found on page seven (7) of the civilian *Benefit Matters* guide. Also, the City has a new vision provider, Davis Vision.

City-sponsored benefits are available to domestic partners (same and opposite gender) and their dependent children. Contact your department's Human Resources Generalist or Human Resources Customer Service for a Domestic Partner Enrollment Packet.

### Custom Plan Cost Estimator

Several online tools and resources are available to assist you with selecting your 2012 health care plans and tracking your health care costs. New for 2012, the City has partnered with UnitedHealthcare to offer you the Custom Plan Cost Estimator. This easy-to-use online tool allows you to compare cost differences between the City's health care options. It considers your estimated out-of-pocket expenses to help you select the option that results in lower overall costs to you. Visit [www.sanantonio.gov/hr](http://www.sanantonio.gov/hr) to access the Custom Plan Cost Estimator (**Username: sanantonio2012 Password: benefits**). Detailed instructions are provided on page three (3) of the civilian *Benefit Matters* guide, and you can contact Human Resources Customer Service at (210) 207-8705 for assistance.

### How to Enroll

Enroll online at the COSAweb or visit [www.sanantonio.gov/hr](http://www.sanantonio.gov/hr) to access the enrollment portal. Follow the on-screen instructions to complete your enrollment. Remember to print a copy of your confirmation page for your records. If you take no action during Open Enrollment, you will be automatically enrolled in the health plans you have today, **except for your Flexible Spending Account and the City's new vision plan.** You will need to go online and enroll in the vision plan and Flexible Spending Account by November 16<sup>th</sup> to have these benefits in 2012.

### Deadline for Enrollment

The deadline for all employees to enroll in their 2012 benefits is November 16<sup>th</sup>. Employees are encouraged to make their elections carefully. **The elections you make may be changed ONLY during the annual Open Enrollment period or within 31 days of a Qualifying Life Event such as a marriage, establishment of a domestic partnership, divorce, dissolution of a domestic partnership, or birth or adoption of a child.**

### Contact Us

Human Resources Department staff is here to help you! Contact us at (210) 207-8705, visit us at 111 Plaza de Armas, go to our website at [www.sanantonio.gov/hr](http://www.sanantonio.gov/hr), or stop by an Open Enrollment Fair. The fairs will provide you with a chance to receive enrollment assistance, meet with benefit vendors, and obtain a flu shot at no cost to you. Open Enrollment Fairs are held in addition to the department presentations conducted by your department's Human Resources Generalist.

### OPEN ENROLLMENT FAIR SCHEDULE

Date	Time	Location
October 19, 2011	10:00 a.m.—3:00 p.m.	San Antonio International Airport, Terminal B 9800 Airport Blvd, 78216
October 20, 2011 <i>*This is also a health expo.</i>	10:00 a.m.—2:00 p.m.	International Center, 3rd Floor Conference Room 203 S. St. Mary's Street, 78205
October 25, 2011	1:00 p.m.—7:00 p.m.	Alamodome, Plaza Concourse 100 Montana Street, 78203 *Parking available in Lot A
October 26, 2011	1:00 p.m.—7:00 p.m.	Alamodome, Plaza Concourse 100 Montana Street, 78203 *Parking available in Lot A
November 2, 2011	11:00 a.m. — 6:00 p.m.	Northeast Service Center, Building 1, Conference Room 10303 Toolyard, 78233
November 9, 2011	1:00 p.m.— 4:00 p.m.	Ron Darner (Parks and Recreation Operations Headquarters), Enrique Barrera Fitness Center, 5800 Old Highway 90 W., 78227
November 15, 2011	4:00 p.m.—7:00 p.m.	Development and Business Service Center (One-Stop), 2 <sup>nd</sup> Floor Training Rooms A & B, 1901 S. Alamo St., 78204