



OPEN ENROLLMENT HIGHLIGHTS

Enroll June 14 – June 25, 2021



Open Enrollment for Fiscal Year 2022

Open Enrollment is a good time to review the benefits you have today and determine if they meet your needs and those of any covered family members. You'll continue to have the same choice of medical, dental and vision plan options, however the costs may have changed.

Access Benefits Information and Make Changes

Learn More: Please visit the [FY22 Open Enrollment website](#) and select your Bargaining Unit icon to review the Flexible Benefit Plan (FBP) credits, health plan options and costs for fiscal year 2022.

Enroll and Make Changes: From [Citynet](#), log into the SAP Portal and select the FY2022 Open Enrollment tile. The application will walk you through the steps for reviewing, changing, and confirming your benefit enrollment. During Open Enrollment you may add coverage, opt out of coverage and make the following changes to your flexible benefits:

- Change your medical, dental or vision insurance provider.
- Add or remove beneficiaries and dependents
- Increase your Supplemental Life Insurance Coverage one tier (up to \$250,000) without providing Evidence of Insurability (proof of good health).
- Sign-up for Flexible Spending Accounts to pay for approved Dental/Medical/Vision (DMV) or Dependent/Child Care (DCC) expenses on a pre-tax basis. **Note: Last year's elections are not carried over into the next plan year (July 1 through June 30).** You are required to sign up each year to use Flexible Spending Accounts for DMV or DCC expenses on a pre-tax basis.
- Increase or decrease your 401(k) Flex contributions, if eligible.



If you do not submit an election by the Open Enrollment deadline, your most current elections will carry over with no change, except for your enrollment in the Flexible Spending Accounts. Please be sure to enroll by the deadline if you wish to participate in those plans.



Key Dates

June 14: Enrollment Begins. Review benefits information on the [FY22 Open Enrollment website](#). When you are ready to enroll go to [CityNet](#), select the SAP Portal, then select the FY2022 Open Enrollment tile. Follow the application steps to submit your enrollment election.

June 25: Enrollment Ends. Take action by midnight to ensure you have the coverage for fiscal year 2022 that best fits your needs.

Aug. 1: Health insurance coverage becomes effective (note, premiums are pre-paid a month in advance, so paycheck deductions will begin in July).

Making Changes throughout the year

After Open Enrollment ends, you won't be able to change your benefit elections until the next Open Enrollment period, unless you have a **qualified life event** in fiscal year 2022. Types of qualified life events include family status changes (such as marriage, divorce, birth or adoption of a child), gain or loss of medical coverage, a job class change or court order. If you experience a qualified life event after the enrollment period, you must complete the qualified event form within 30 days of the event, even if you do not have the required proof yet.

What's New for Fiscal Year 2022

While not much is changing this year, you will see the following new benefits available starting July 1:

The CIGNA Employee Assistance Program: As an employee you now have access to the valuable Cigna Employee Assistance Program (EAP) at no cost to you. EAP personal advocates will work with you and your household family members to help you resolve issues you may be facing, connect you with the right mental health professionals, direct you to a variety of helpful resources in your community and more. Connect anytime by dialing 1-877-622-4327 or by visiting [myCigna.com](https://mycigna.com) (Employer ID: cosd for first time users).

VSP LightCare: All City VSP members with VSP's Suncare will be upgraded to VSP LightCare at no additional premium. With VSP LightCare, you now have the flexibility to use your existing frame allowance for ready-to-wear, non-prescription blue-light filtering glasses or non-prescription sunglasses (instead of prescription eyewear).

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