

# Benefits Checklist

OPEN ENROLLMENT 2024

OCTOBER 2023

Please check off each item to ensure you've made all necessary 2024 Open Enrollment elections.

Plan	Location for Enrollment	Important Information
<input type="checkbox"/> <b>Health</b>	<i>HRMS &gt; Main Menu &gt; Self Service &gt; Benefits &gt; Benefits Enrollment</i>	<ul style="list-style-type: none"> <li>• Current elections roll over.</li> <li>• Remember to enroll your dependents.</li> <li>• Any new enrollments or changes must be made by 11/15/2023.</li> </ul>
<input type="checkbox"/> <b>Dental</b>	<i>HRMS &gt; Main Menu &gt; Self Service &gt; Benefits &gt; Benefits Enrollment</i>	<ul style="list-style-type: none"> <li>• Current elections roll over.</li> <li>• Remember to enroll your dependents.</li> <li>• Any new enrollments or changes must be made by 11/15/2023.</li> </ul>
<input type="checkbox"/> <b>HSA</b>	<i>HRMS &gt; Main Menu &gt; Self Service &gt; Benefits &gt; Benefits Enrollment</i>	<ul style="list-style-type: none"> <li>• Current elections <b>do not</b> roll over.</li> <li>• Enrollment and changes are permitted throughout the plan year.</li> <li>• Employees eligible for UR seed contribution:                             <ul style="list-style-type: none"> <li>• Certify during OE to receive the full seed amount.</li> <li>• Certify later in the plan year and the seed amount is prorated.</li> </ul> </li> </ul>
<input type="checkbox"/> <b>FSA</b>	<i>HRMS &gt; Main Menu &gt; Self Service &gt; Benefits &gt; Benefits Enrollment</i>	<ul style="list-style-type: none"> <li>• Current elections <b>do not</b> roll over.                             <ul style="list-style-type: none"> <li>• Health Care FSA (benefit-eligible employee not contributing to an HSA Bank account)</li> <li>• Limited Purpose FSA (enrolled in HSA plan and contributing to HSA Bank account)</li> <li>• Dependent Care FSA (daycare expenses for tax-dependent child under 13 or tax-dependent adult)</li> </ul> </li> <li>• Any new enrollments or changes must be made by 11/15/2023.</li> </ul>
<input type="checkbox"/> <b>VSP Vision Care</b>	<i>HRMS &gt; YOURBenefitsExtras.com &gt; Vision Care</i>	<ul style="list-style-type: none"> <li>• Current elections roll over.</li> <li>• Any new enrollments or changes must be made by 11/15/2023.</li> </ul>
<input type="checkbox"/> <b>MetLife Legal Plan</b>	<i>HRMS &gt; YOURBenefitsExtras.com &gt; Legal Services</i>	<ul style="list-style-type: none"> <li>• Current elections roll over.</li> <li>• Any new enrollments or changes must be made by 11/15/2023.</li> </ul>
<input type="checkbox"/> <b>Life Insurance</b>	<i>HRMS &gt; Securian Financial</i>	<ul style="list-style-type: none"> <li>• Current elections roll over.</li> <li>• Any new enrollments or changes must be made by 11/15/2023.</li> </ul>
<input type="checkbox"/> <b>Allstate Identity Protection</b>	<i>HRMS &gt; YOURBenefitsExtras.com &gt; Identity Theft Protection</i>	<ul style="list-style-type: none"> <li>• Current elections roll over.</li> <li>• Enrollment and changes are permitted throughout the plan year.</li> </ul>










# Benefits Vendors

**TOTAL REWARDS**  
HUMAN RESOURCES  
UNIVERSITY OF ROCHESTER

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Use the information below to quickly connect with the vendor designated for a specific benefit.

Benefit	Location for Enrollment
 <b>Health and Dental Coverage</b>	<b>Excellus</b> (800) 659-2808 EROC.SelectDedicated@excellus.com www.excellusbcbs.com/ur
 <b>Flexible Spending Accounts</b>	<b>Lifetime Benefit Solutions</b> (585) 273-7128 www.lifetimebenefitsolutions.com
 <b>Health Savings Accounts</b>	<b>HSA Bank</b> (866) 471-5940 www.hsabank.com/hsabank/members
 <b>Vision Coverage</b>	<b>VSP</b> (888) 935-9595 customerservice@corestream.com www.yourbenefitsextras.com
 <b>Life Insurance</b>	<b>Securian Financial</b> (800) 941-2192 lifebenefits@securian.com www.lifebenefits.com
 <b>Pharmacy Coverage</b>	<b>Navitus</b>  Scan the QR code for the latest information for Navitus.
 <b>Legal Coverage</b>	<b>MetLife Legal</b> (888) 935-9595 customerservice@corestream.com www.yourbenefitsextras.com
 <b>Identity Protection</b>	<b>Allstate</b> (888) 935-9595 customerservice@corestream.com www.yourbenefitsextras.com

More information is available on the Total Rewards website, [rochester.edu/totalrewards](https://rochester.edu/totalrewards).  
Call the Office of Total Rewards at (585) 275-2084 to request a copy to be mailed at no charge.

