2020 OPEN ENROLLMENT COMMUNICATIONS ARCHIVE

You read it somewhere, but now you can’t find it. How annoying is that? This is a list of all of the Open Enrollment communications that have been sent out so far, updated every Friday. Whether you were out one week and want to catch up on the information that you missed, or you just can’t seem to find the announcement you read that one time, this is the place for you!

@ROCHESTER ANNOUNCEMENTS

September

9/17 – Combined – E-delivery
Now is a great time to enroll in e-delivery or check to see if you’re already enrolled (you may have been auto enrolled in e-delivery when you were hired). Open Enrollment details will be sent mid-October and those enrolled in e-delivery will receive everything via email, making it faster for you to receive and access the information! To enroll, or check to see if you’re already enrolled, log in to HRMS and follow the path Main Menu> Self-Service> Benefits> Elect E-delivery.

September’s Health Care Blog takes a closer look at what you can expect when you "go green" and why it is important—especially as the University’s open enrollment for health care benefits approaches.

9/26 – Health Vendor Blog: Your Online Account
Did you know your health benefit vendors offer the option to set up an online account? Set up your account and familiarize yourself with the information available to you. September’s vendor blog gives you direct links and helpful tips to make sure you can successfully log in and get the most out of using your account.

October

10/1 – Combined – Total Rewards Tell you how to…
Learn more about your health and dental benefits – Take a look at Total Rewards’ tools & videos for short overview videos, the interactive ALEX tool, and the on-demand benefits overview webinar in order to take full advantage of the benefits that are offered to you.

10/3 - Open Enrollment: Materials Are Coming!
Open Enrollment is quickly approaching and the Office of Total Rewards is getting ready to increase communications! Employees can expect to see specific Open Enrollment announcements via email, mail, and articles in @Rochester and URMC This Week. The first thing on its way to your mailbox this week is your Open Enrollment Post Card! Questions? Use the Total Rewards Website or contact Ask URHR at 275-8747.
10/8 - Open Enrollment: Time to Prepare!
Open enrollment for benefit elections for the 2020 plan year will take place November 1–15. Now is the time to re-evaluate your current benefits and decide what will be the best fit for you and your family in 2020. The Office of Total Rewards encourages employees to review claims from 2019 (use your Excellus or Aetna online account), visit the Total Rewards website and mark your calendars for open enrollment webinars and Q&A sessions. Stay tuned as the open enrollment website will go live later this month.

10/11 - Open Enrollment: Benefits Webinar
Open enrollment for 2020 benefits will be held from November 1–15. The Office of Total Rewards will host 3 live 30-minute webinars prior to and during open enrollment to provide employees with benefit details, information on how to enroll/re-enroll in your benefits, and more. Watch live for the option to “chat” with the presenters and get your questions answered in real time. The first webinar will be held October 31 or employees can use the on-demand version on the Open Enrollment website that will be live next week.

10/14 - Open Enrollment is Less Than a Month Away
What you need to know about open enrollment for 2020 benefits:

- Open enrollment is November 1–15.
- Materials will be sent to mailboxes and inboxes this week
- The Office of Total Rewards offers many opportunities for employees to learn about their benefit elections. Check out the Q&A, webinar, and help session schedule and visit the Total Rewards website next week to view the open enrollment web page, containing the information you’ll need.

10/15 - Combined Announcement Total Rewards Announcement

- Curious about what is new for 2020? Focus on the “New and Noteworthy” section of your Open Enrollment material! And as a reminder, material is being sent out this week and will arrive to your in-box or your mailbox, depending on if you enrolled in e-delivery.

10/16 - Open Enrollment Tip: Where to start?

- Get Familiar with your open enrollment material (arrived by e-delivery or in your mailbox this week!)
- Use the Total Rewards website, especially the tools and videos page (ALEX, Securian’s life insurance decision tool, Benefit Scout™ and on-demand benefits webinar)
- Attend a Q&A Session to get your questions answered by benefit and vendor representatives.

10/17 - Open Enrollment Website Now Available
The Open Enrollment Website for 2020 benefits elections is live! The site includes all the information you need to make the most informed benefit elections during open enrollment, 11/1-11/15. Helpful sections include:
10/18 - Upcoming Open Enrollment Q&A Sessions
There are five upcoming Open Enrollment Q&A sessions for employees to drop in on and have their questions answered by members of the Total Rewards team and benefit vendors. See the dates below and click here for full location information and details on which sessions include vendor representatives.

- Tuesday, October 22, 11 a.m. to 1 p.m., River Campus
- Wednesday, October 23, 11 a.m. to 1 p.m., Rochester Tech Park
- Thursday, November 7, 10 a.m. to 2 p.m., Flaum Atrium, Medical Center
- Monday, November 11, 11 a.m. to 2 p.m., Corporate Woods
- Wednesday, November 13, 10 a.m. to 2 p.m., Flaum Atrium, Medical Center

10/21 - Open Enrollment Reminder: This Week's Sessions
Total Rewards Representatives will be hosting two Q&A Sessions this week; Tuesday at River Campus and Wednesday at Rochester Tech Park. Employees are encouraged to attend to get answers to questions on Health & Dental Plans, FSA, HSA, Life Insurance, VSP Vision, Hyatt Legal and Wellness Programs. For details on other sessions and webinars offered visit here.

10/22 – Open Enrollment Tip: Get Informed!
The more informed you are about benefit options and the enrollment process, the more confident you’ll feel during open enrollment (November 1–15). Get informed at upcoming Q&A sessions, webinars, and help sessions, by touring the Open Enrollment Website or by contacting ASKURHR by phone (275-8747) or email. The Total Rewards website is also a great resource, including a legal page with all plan details and documents, helpful health care blogs, videos, FAQ’s and more!

10/23 – Open Enrollment: Set Up Duo
With Open Enrollment starting next week, this is a great time to make sure you are enrolled in Duo two-factor authentication. By enrolling, you will have access to log in to HRMS from computers not connected to the University network and make your benefit elections from the comfort of your home. To begin, while on the University network, visit tech.rochester.edu/services/two-factor-authentication and use your NetID and password to enroll in Duo for HRMS. Contact the IT Help Desk at (585) 275-2000 with any questions (eligibility does apply).
10/24 – Open Enrollment: VSP Vision Plan News
VSP Vision Care for 2020 now includes two plan options for eligible employees to choose from. The University Health Care plans will no longer include routine vision coverage (annual exam and eyewear), but employees can choose between VSP’s UR Vision Basic or UR Vision Plus plan for 2020. If you enrolled in the VSP Vision Care plan in 2019, your plan will automatically roll over to 2020 to the UR Vision Plus plan. Learn more about both plans by reading the VSP Vision Care Summary.

10/25 – Open Enrollment: October Blogs
October’s Health Care and Vendor Blog (with guest vendor, VSP) are here to help you understand the new FSA rollover eligibility and the new VSP Vision Care Plans. Visit each blog as you a part of your Open Enrollment preparation and remember all blogs from the entire year are archived here.

10/29 – Combined – Open Enrollment: What Benefits Roll Over?
As open enrollment approaches, there are some important things you need to know about your benefits. And if you are looking for more details, join us Thursday for our first open enrollment webinar!

- Health, Dental, Life Insurance, and Hyatt Legal all roll over if you take no action.
- VSP Vision Care will roll over to the new UR Vision Plus plan. If you would like to change to the UR Vision Basic plan or cancel your coverage, action is required during Open Enrollment.
- FSA and HSA elections require action if you would like to contribute for 2020. As a reminder, the new FSA roll over rules will apply and the Total Rewards website includes full details on what this means.

November

11/4 – New Open Enrollment Dates, Rate Information
Holly Crawford, senior vice president for administration and finance and chief financial officer, and Tony Kinslow, associate vice president for human resources and chief human resources officer, announced last week that the University’s open enrollment period has been delayed by one week and will now take place from November 8–22. Visit the open enrollment site for an updated rate sheet and FAQs.

11/5 - Open Enrollment Information Webinar at Noon
Join us for an Open Enrollment information session about 2020 health plan options, including recent changes to open enrollment dates and rates. The webinar is hosted by benefits representatives; your questions can be answered live and registration is required.

11/6 - Open Enrollment: Electing an HSA or FSA for 2020
Learn about your eligibility for an HSA and/or FSA account, and which is the best fit for you. If you had either account in 2019, you need to re-elect during open enrollment and designate your annual contribution. FSA and HSA election amounts from 2019 will not roll over to 2020; action is required. Open enrollment will be held November 8–22.
11/7 - Open Enrollment: Q&A Session Today at Medical Center

Representatives from the Office of Total Rewards and benefits plan vendors will be in the Flaum Atrium from 10 a.m. to 2 p.m. for an open enrollment Q&A session. Employees can stop by at their convenience to have their open enrollment and benefits questions answered. No registration is required. If today’s session doesn’t work for you, there are more Q&A sessions coming up.

11/8 - Open Enrollment Begins Today

Open enrollment for 2020 benefits starts today. Employees have until November 22 to make their elections. Visit the open enrollment website to learn about all of your benefit options, attend an open enrollment webinar or a Q & A session, and use ALEX, your interactive benefits decision making tool. To make elections, changes, or cancel coverage, you may use the following platforms:

- Health, dental, HSA and FSA elections: Complete through HRMS. Your homepage will have an open enrollment button for you to click on to make these elections.
- Life insurance elections: Complete through Securian Financial. Start on your HRMS homepage and click on the Securian Financial button on the right side of the page.
- VSP Vision Care and Hyatt Legal Plan: Begin on your HRMS homepage and click on the YOURBenefitsExtras.com button on the right side of the page.

11/11 – Open Enrollment This Week Scheduled

The Office of Total Rewards is here to help as you navigate your 2020 benefit elections. The following resources are available to you this week to help you make the decision that is best for you:

- Q&A sessions: There are two sessions this week. The first is today at Corporate Woods with UR benefits representatives and the second is Wednesday at the Flaum Medical Center with UR representatives and representatives from all benefit vendors.
- Join us Tuesday on your lunch break for our open enrollment webinar. Register here and Total Rewards representatives will be available to answer your questions live.
- Help sessions: There are two help sessions this week on Thursday and Friday. Help sessions are great if you need help with HRMS or need a computer to do your elections on.

11/12 - Open Enrollment: Resources

Benefit decisions are challenging. The Total Rewards Office offers the following resources, which are simple to use, provide you the guidance you need, and can be accessed from the comfort of your home.

- ALEX
- Health Plan Comparison Chart
- On-demand webinar and health plan videos
• **2020 Rates**

11/13 - **Open Enrollment: Q&A Session Today at Medical Center**

Representatives from the Office of Total Rewards and benefits plan vendors will be in the Flaum Atrium from 10 a.m. to 2 p.m. for an **open enrollment Q&A session**. Employees can stop by at their convenience to have their open enrollment and benefits questions answered. No registration is required.

11/14 - **Open Enrollment: New VSP Vision Plan Options**

VSP Vision Care for 2020 now includes two plan options for eligible employees to choose from. The University Health Care plans no longer include routine vision coverage, but employees looking for vision coverage can choose between VSP’s [UR Vision Basic or UR Vision Plus plan](#) for 2020. If you enrolled in the VSP Vision Care plan in 2019, your plan will automatically roll over to 2020 as the UR Vision Plus plan. To enroll, make changes or cancel VSP Vision Care coverage, visit [www.YOURBenefitsExtras.com](#) during Open Enrollment (Nov 8 – 22).

11/15 - **Open Enrollment: Half-way Mark**

There is one week left to enroll in 2020 benefits. All benefit-eligible employees need to make elections, change, or cancel any benefits by Friday, Nov. 22. Ready to elect? Stop by today at our help session to make your elections. If you need more time to decide, please review all benefit materials with one of our trusted resources.

**URMC This Week**

**October**

10/16 - **Open Enrollment is November 1 - 15**

Open enrollment is just a few weeks away; here is what you need to know to be best prepared to make your elections!

• The [Total Rewards website](#) and Open Enrollment page is your best place to visit first.
• **ALEX Tool**: This online tool explains tricky benefits terminology and can provide a personalized recommendation on benefit elections.
• **FAQs**: We know enrollment can be overwhelming. Find answers.
• **Q&A Sessions & Webinars**: Leading up to and during Open Enrollment, we host numerous ways that employees can help themselves to be the most prepared to elect.
11/6 - Open Enrollment Begins Friday

Friday marks the beginning of the new Open Enrollment period to select benefits. All benefit-eligible employees are encouraged to participate between Nov, 8-22 – the only time outside of qualifying events when employees can make changes to their benefits for 2020. Visit the Open Enrollment webpage to learn about the rates and read our checklist of resources that lists instructions on how to make elections, changes, or cancel coverage for all of your respective benefits. Webinars and help sessions are also available.

11/13 – Open Enrollment: Four Ways to Get Help.

The Office of Total Rewards offers multiple ways to help employees navigate benefit elections:

- **Q&A sessions:** Get your questions answered by Total Rewards and vendor representatives. View the schedule [here](#).
- **Webinar:** Listen on-demand through the Total Rewards website, or [register](#) to attend a live webinar.
- **Help sessions:** In need of a computer or help with the online enrollment, visit a [help session](#) to complete the online enrollment process. We have two this week and two next week.
- **Contact ASK-URHR at 275-8784 or email ask-urhr@rochester.edu.**
IN THE MAIL

Open Enrollment Postcard – Sent out on 10/1

Open Enrollment for 2020 benefits is November 1–15, 2019

Look for materials coming to your home or inbox mid-October
Open Enrollment for 2020 University of Rochester benefits will be held **November 1-15, 2019**. Eligible employees may enroll, change, or cancel coverage for the following benefits during Open Enrollment:

- Health Care
- Dental
- Flexible Spending Accounts (FSAs)
- Health Savings Account (HSA)
- VSP Vision Care
- Hyatt Legal Plan
- Life Insurance (GUL)
3 Easy Steps to Complete Your 2020 Open Enrollment

1. EXPLORE your options

Review your benefits from the past year, visit the Total Rewards website to read about your 2020 benefits options, and use the 2020 ALEX Tool in order to make the best decisions for 2020.

2. ENROLL in your 2020 benefits

If you’d like to keep the same health care, dental, and Hyatt Legal Plan elections as you had in 2019, no action is needed! Your 2019 coverage for these benefits will automatically roll over into 2020.

If you enrolled in the VSP Vision Care in 2019, your plan will automatically roll over as the UR Vision Plus plan. If you would like to elect the UR Vision Basic plan or cancel your coverage for 2020, action is required.

All elections can be made via the HRMS homepage starting November 1st. Use the:

- 2020 Open Enrollment link to make health care, dental, FSA and HSA elections
- YOUR Benefits Extras link to make VSP Vision Care or Hyatt Legal Plan elections
- Securian Financial link to make life insurance elections

3. ENJOY!

Watch for your confirmation statement in the mail in December and browse the Total Rewards website for information on the other benefits available to you such as the Retirement Program, Well-U, the Home Ownership Incentive Program, and more!
All you need to know for 2020
Open Enrollment:

Open Enrollment Newsletter

New & Noteworthy Information:

- VSP Vision Care - New Plans for 2020!
- FSA Rollover Benefit Requires Active Election
- Enhanced IVF benefits
- University HSA Funding
- New HSA and FSA Contribution Maximums

Within the newsletter you will also find detailed steps for enrolling in 2020 benefits, FAQs, information on how to sign up for Duo two-factor authentication, and more.

2020 ALEX Tool

If you want to learn more about the benefits available to you, differences between the plans, and receive personalized recommendations, the ALEX Tool is where you should start!

ALEX will ask you a few questions and provide you with a customized comparison of the plans, including your estimated yearly costs, based on your answers.
2020 Health Plan Comparison Chart

Which health care plan makes the most sense for you, the YOUR PPO Plan or the YOUR HSA-Eligible Plan?

Take a look at the 2020 Health Plan Comparison Chart for a side-by-side comparison of the plans including deductibles, copays, and coinsurance for different services. Then, view the 2020 health care rate sheets in order to get the full picture before enrolling.

VSP Vision Care Summary

View a side-by-side comparison of the two VSP Vision Care plans, UR Vision Basic and UR Vision Plus.

If you need routine vision coverage (annual exam and eyewear) in 2020 you will have the opportunity to enroll in one of two VSP Vision Plans.

Learn Even More!

Hyatt Legal Plans

Provide employees with legal representation for many different legal matters, including estate planning documents, real estate matters, family law and elder care issues.

Life Insurance Plan Summary

Learn about the group universal life insurance options available to you including coverage amounts, spouse/domestic partner coverage, AD&D, and more.

2020 Health Care & Dental

Determine how much you'll be paying for your plan.
Rate Sheets

Info Sessions & Webinars  Scheduled at convenient times and locations.

Open Enrollment FAQs  Have a question? Find your answer here.

Tools & Videos  Here you'll find the 2020 ALEX Tool, Benefit Scout™, the on-demand Open Enrollment webinar, and more.

Still have questions? Contact Ask-URHR!
Phone: 275-8747
Email: ask-urhr@rochester.edu