NOTE: Contains information intended for benefit-eligible DOE, School District, Charter School, DTCC and DSU employees.

ONLY 3 DAYS LEFT FOR 2018 OPEN ENROLLMENT (LAST DAY IS MAY 12)

Show that you VALUE your benefits by actively participating in Open Enrollment between April 30 - May 12, 2018, by logging into employeeselfservice.omb.delaware.gov, choosing State of Delaware Employee Self-Service and completing the VALUE FIVE CALL TO ACTION steps:

1. View Personal Information (Home Address, Phone Numbers and Email Addresses) to make sure your Preferred Contact Information is correct.
2. Access Benefits and use myBenefitsMentor to estimate expenses and find your best match health plan.
3. Look at Benefits Enrollment to review what benefits you currently have/options available.
4. Update/make “Edits” to your benefits OR select “I Have No Changes,” click Submit.
5. Enter Spousal Coordination of Benefits (SCOB) to complete the online SCOB Form.

Important: Complete the SCOB Form during Open Enrollment only if you cover your spouse on your health plan effective July 1, 2018.

View the Enrollment Action Checklist (VALUE FIVE) and the SBO website for details and helpful resources.

If I Do Not Want To Make Any Changes To My Benefits And Just Keep What I Currently Have (Or Continue To Waive Coverage), Do I Have To Do Anything?

YES, you must view your Personal Information to make sure your Preferred Contact Information is correct. Then, look at Benefits Enrollment, select “I Have No Changes” and click Submit to send your final benefit choices for the July 1, 2018 plan year. Even if you decide to continue to waive coverage, you must select “I Have No Changes” and click Submit in Benefits Enrollment.

Also, if you are covering your spouse on your health plan effective July 1, 2018 you must complete the online Spousal Coordination of Benefits (SCOB) Form. A new SCOB Form must be completed each year during Open Enrollment or your spouse’s coverage will be reduced.

Refer to the VALUE FIVE CALL TO ACTION steps noted above.

This newsletter is published by the State of Delaware Statewide Benefits Office (SBO), Department of Human Resources (DHR). Click SBO e-Newsletters to view other issues.

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