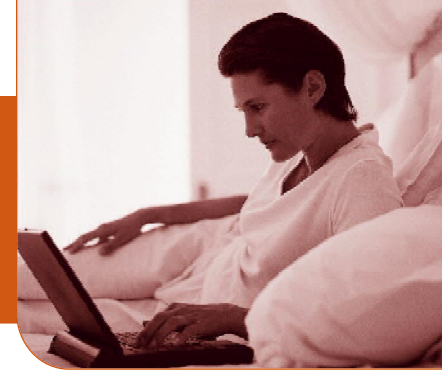


Health Benefits

Newsletter



Fall 2011 • Volume 4, Issue 11

Attend a Benefits Workshop or CalPERS Webinar

LACCD will host workshops to present information on the benefit plans for employees at the times and locations listed below. For details on the plans CalPERS offers, you can attend a pre-recorded 2012 Health Plan Webinar at any time.

Benefits Workshops:

Thursday, October 13

Noon - 2 p.m.

Pierce College, Great Hall

This session also available to view via live webcast.

Wednesday, October 19

Noon - 2 p.m.

East LA College, Recital Hall

Tuesday, October 25

Noon - 2 p.m.

West LA College

MSA Room 005 Lecture Hall

2012 CalPERS Webinar

The 2012 Webinar on Health Plan Design, Rate, and Benefit Changes is available to view online anytime by logging on to the CalPERS website at www.calpers.ca.gov.

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Learn, Decide, Act

LACCD OPEN ENROLLMENT: OCTOBER 10 – NOVEMBER 4, 2011

The time to reconsider your benefit choices and enroll for next year is fast approaching. Be sure to follow these steps to ensure you make informed enrollment decisions.

Learn

- Start by carefully reviewing this newsletter.
- For more detailed information on your District benefits, visit www.laccd.edu/health 24 hours a day. Be sure to click on your eligible group (active employees, part-time faculty, or retirees) in order to learn about the plans that apply to you.
- If you have coverage questions, we encourage you to call your plan's Member Services (see contact information on page 7).

Decide

- Review your CalPERS open enrollment packet sent in late August to get additional information on your health benefit changes and choices.

Act

- **Enroll from October 10 through November 4, 2011, using LACCD's Employee Self-Service (ESS) portal (see page 7).**

What do I need to do?

- **FULL-TIME ACTIVE EMPLOYEES** – You do not need to enroll unless you want to change your benefit elections, participate in a Flexible Spending Account, or update your dependent information, life insurance beneficiaries, or address.
- **ADJUNCT FACULTY** – You must enroll every year in order to remain in the benefits program.
- **RETIREES** – Please note the following:
 - You do not need to respond to the CalPERS enrollment mailing unless you're making changes to your plans or dependents.
 - We do need your email address on file. Please send a note to Reyna Gonzalez at rgonzalez@aft1521.org.

WHAT'S CHANGING FOR 2012?

For 2012, CalPERS is making several changes to your medical benefits. Here is an overview of the changes taking effect on January 1, 2012.

All PPO Options

- **Hip and Knee Replacement Benefit Program** – CalPERS and Anthem Blue Cross are working together to improve the quality and affordability of hip and knee replacement surgeries. Effective January 1, 2012, benefits for a single hip joint or single knee joint replacement will be limited to \$30,000; you are responsible for your deductible, coinsurance, and any fees above \$30,000. To help you make informed decisions, 46 medical facilities in California have been identified as locations where the surgeries can be performed at little-to-no out-of-pocket cost above your deductible and coinsurance. Go to www.calpers.ca.gov for more information on the Value Based Purchasing Design program.
- **Outpatient hospital copay and benefits** – If you choose an outpatient hospital instead of an ambulatory surgery center, the following benefit limits or copays will apply:
 - \$250 copay for upper and lower endoscopy, cataract surgery, or spinal injections.
 - \$1,500 limit on colonoscopy benefits.
 - \$2,000 limit on cataract surgery benefits.
 - \$6,000 limit on arthroscopy benefits.



Prescription Drugs

CalPERS has selected CVS Caremark to administer prescription drug benefits and will offer several new programs to help you lower your prescription drug costs. Here is an introduction to the programs and other changes that apply to prescription drug benefits through CalPERS plans:

- Retail copayments will increase by \$5 per prescription for brand name drugs only.
- When you use the mail order program, you will receive a 90-day supply for the cost of a 60-day retail supply. Also, through the CVS Maintenance Choice Program, you can choose to pick up your 90-day supply directly from a CVS pharmacy at a time that's convenient for you and that gives you a chance to talk with a pharmacist in person.
- If you choose to fill your prescription with a brand name when a generic is available, you will pay the difference in cost between the brand name and generic drug.
- Through the iBenefit personalized mailing program, you can save money by choosing the "best choice" medications (generics and preferred brands) and 90-day supplies.
- Through the new Gaps in Care Plus Medical Program, you can take advantage of an integrated medical and pharmaceutical approach to identify potential gaps and omissions in drug and medical therapy.

Go to www.calpers.ca.gov for more information.

YOUR LACCD HEALTH PLAN CHOICES

The Los Angeles Community College District provides a generous and comprehensive benefits package to help you care for yourself and for your family. Health care coverage is offered under the CalPERS health plans. Active employees and retirees under age 65 will be able to choose from the medical choices listed below.

Your HMO Choices

The following HMO choices are available at no cost to you (the District pays the full cost of coverage):

- Blue Shield Access+ HMO
- Kaiser HMO
- Blue Shield NetValue HMO, which offers the same benefits as the Blue Shield Access + HMO but requires members to use providers in a smaller network of medical groups

Your PPO Choices

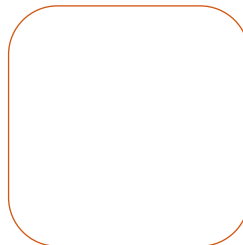
- PERS Choice
- PERS Select
- PERSCare (Note: The cost of this coverage for full-time actives is **not** fully paid by the District.)

Important PPO Consideration: The PPO choices differ from each other mainly in their deductible, coinsurance percentage, and out-of-pocket maximum. (See the glossary on page 6 for a brief definition of these terms.)

- If you're an active employee or a retiree under age 65, the District will pay the full cost of HMO or PERS Choice PPO coverage for you and your eligible dependents.
- The premium for the PERSCare plan is **\$4,809.12 higher** per year for single coverage than the premium for the PERS Choice plan. If you select the PERSCare plan you could save \$1,000 in out-of-pocket costs, but the additional premium will cost you more than you would save in out-of-pocket costs.

NOTIFY LACCD OF ALL CHANGES

The LACCD Health Benefits Unit needs to know about all changes you make with CalPERS (whether you add a dependent, change your address, or change your medical plan). LACCD is your contact point for dental and vision changes; CalPERS handles only your medical changes. To make changes in dental or vision plans, or to inform us about changes you have made in regards to your medical plan, please call the Health Benefits Unit at (888) 428-2980.



Eligible Part-Time Faculty Members Must Enroll Every Year

If you're an eligible part-time faculty member who wishes to continue coverage in the POP plan, you must re-enroll for benefits during each open enrollment period. Your benefits coverage **will not** continue unless you actively enroll.

Your eligibility for health benefits – medical, dental, vision, and EAP – is based on how many semesters you have taught for LACCD and how many hours you're scheduled to teach during the current semester. To confirm your eligibility, call the LACCD Health Benefits Unit at (888) 428-2980 or go to the faculty website at www.aft1521.org.

Paying for Coverage

The District will contribute \$220 per month (\$2,640 annually) to the cost of your medical coverage. You will pay your share of the medical plan premium – as well as the full cost of any dental or vision coverage you elect – through automatic before-tax payroll deductions. To see your 2012 premiums, go to www.laccd.edu/health.

For more information on your dental and vision choices, please visit www.laccd.edu/health.



YOUR DENTAL PLAN CHOICES

LACCD offers two dental plans: Delta Dental PPO and SafeGuard HMO.

- **Delta Dental PPO dental plan** gives you the option of choosing any licensed provider. If you select a dentist who is a member of Delta Dental's PPO network, you have access to the PPO provider's discounted rates and reduce your out-of-pocket costs.
- **SafeGuard HMO** provides services at little or no cost when you go to a dentist who is a SafeGuard HMO network member. The plan requires all enrolled dependents to select a primary care dentist to coordinate your care. Unlike the Delta Dental PPO dental plan, you cannot select out-of-network dentists.

YOUR VISION PLAN

LACCD offers vision coverage through VSP Vision Care (VSP), the nation's largest provider of eye care coverage. You can choose between VSP preferred providers and out-of-network providers, but keep in mind when you use VSP preferred providers, you can choose from thousands of doctors across the country and receive higher level of benefits. Also, when you go to a VSP provider, you have the added convenience of a lower payment at the time of service and no claim forms to fill out.

You can find a VSP provider by going to www.vsp.com or by calling (800) 877-7195. Your provider will be able to access your membership information and bill you accordingly.

PLAN CHOICES FOR MEDICARE-ELIGIBLE RETIREES

If you're a Medicare-eligible retiree, the District will pay the full cost of your premium for the three CalPERS health plans available to you, either:

- Blue Shield HMO;
- Kaiser HMO (Kaiser Senior Advantage plan); or
- PERSCare Supplemental Plan (a PPO). Important note: If you enroll in this plan, you will need to make sure that your provider accepts Medicare assignment in order to minimize your out-of-pocket costs.

If Some Family Members Are Eligible for Medicare and Some Are Not...

All of the CalPERS Medicare health plans have counterparts for people under age 65. If you're eligible for Medicare but your dependents are not, they will be enrolled in the non-Medicare version of the plan you choose... and vice versa. This means if you are over 65 and enroll in the PERSCare Supplemental Plan, any dependents under age 65 will be

enrolled in the PERSCare PPO and you will incur a cost for that enrollment. To avoid this cost, consider enrolling in the PERSCare Medicare Supplement.

Do not enroll in Medicare Part D

Medicare Part D is prescription drug coverage. Since you get prescription drug coverage through your CalPERS medical plan, you do not need Medicare Part D coverage. If you enroll in Medicare Part D, LACCD will not contribute toward the monthly cost of your coverage and reserves the right to cancel your district-sponsored medical coverage.

Retirees: The Health Benefits Unit Needs Your Help!

When you make changes to any of your information (such as your health plan, adding a dependent, or changing your address), it is vital that you also inform LACCD of the change. Please call us at (888) 428-2980 or fax your changes to us at (213) 891-2008. Keeping LACCD in the loop lowers our overhead costs and helps to keep your costs down as well!

For more information on your retiree medical choices, please visit www.laccd.edu/health.

YOUR HRA AND FSA BENEFITS

(Available to Active Employees only)

As an active employee, the District gives you access to two types of accounts that allow you to save money by paying for eligible expenses on a pre-tax basis. The two accounts are the Health Reimbursement Account and the Flexible Spending Account. Here's an overview of each plan.

Health Reimbursement Account (HRA)

An HRA is a benefit plan that reimburses eligible employees for qualified out-of-pocket expenses with tax-free dollars. Each year, the District adds \$1,500 to your HRA. Money in your HRA can be used to pay for qualified health expenses (deductibles, coinsurance, copayments, orthodontia, prescription eyeglasses and sunglasses, and contact lenses). You can also use your HRA to pay for long-term care insurance.

If you are a newly-hired employee, you will receive an HRA debit card from SHPS, our HRA administrator. (Current employees have an HRA card that is valid until December 2012.) This card works like a regular debit card when you use it to pay for eligible health care expenses at the doctor's office, pharmacy, or other retail establishment. (The debit card conveniently draws from your FSA automatically once the HRA is used up.)

The HRA is funded entirely with employer contributions. This means the District funds your HRA and you are not allowed to contribute your own money.

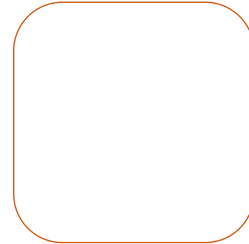
Flexible Spending Accounts (FSA)

A Flexible Spending Account is a benefit plan that allows eligible employees to withhold funds from their payroll before taxes are deducted. These funds are deducted on a tenthly basis. For example, if you elect \$1,200, then \$120 will be deducted every month except July and August. You use these funds toward health care and/or dependent care expenses. The benefit of an FSA is that you can set funds aside on a pre-tax basis, which saves you money on eligible expenses.

There are two types of FSAs: Health Care and Dependent Care.

- **Health Care FSA** allows you to pay for the same types of expenses that you use your HRA to pay (such as deductibles, coinsurance, copayments, orthodontia, prescription eyeglasses and sunglasses, and contact lenses).
- **Dependent Care FSA** is used to pay for child-care or care of an adult who has been declared disabled. These expenses must be necessary to allow the eligible employee to work (e.g. a single parent who pays for day care or a babysitter; or spouse/domestic partner who must pay for adult day care).

An eligible employee can choose both Health Care FSA and Dependent Care FSAs if needed. You can learn more about Health Care and Dependent Care FSAs, as well as eligible expenses at www.laccd.edu/health.



How the HRA and FSA Work Together

When you have eligible expenses, you must use your HRA before any money can be withdrawn from your FSA. So, if you want to use both accounts, here's what you need to do:

1. Estimate your annual expenses.
2. If you expect to spend less than your HRA balance (\$1,500 + your rollover amount), do not contribute to your Health Care FSA.
3. If you expect to spend more than your HRA balance, then it's a good idea to contribute to your FSA.
4. Use your debit card to pay for eligible expenses. Once your accumulated HRA balance is exhausted, it will automatically draw from your Health Care FSA.

If you plan carefully, the two accounts are easy to use together and you can drastically reduce your out-of-pocket health care costs!

YOUR LIFE AND ACCIDENT INSURANCE BENEFITS

All active full-time employees are automatically covered by the basic life insurance and basic accidental death and dismemberment (AD&D) insurance plans. LACCD pays the full cost of these plans, which are insured by MetLife. Here is your basic employee coverage:

- **Basic life insurance** – If you die while covered by the plan, your beneficiary will receive a basic life insurance benefit of \$50,000.
- **Basic AD&D insurance** – If you die as a result of a covered accident, your beneficiary will receive an additional \$50,000. Benefits are also payable for certain severe injuries suffered in an accident.

Voluntary Life Insurance

In addition, you may purchase voluntary life insurance coverage for you and your family. Optional life insurance is available in \$10,000 increments, up to a maximum benefit of five times your annual earnings, or \$500,000, whichever is less.

After your initial eligibility, if you enroll for the first time or choose to increase your coverage, you will be required to give MetLife satisfactory evidence of good health before the coverage over that amount will take effect. You pay the full cost of this coverage through after-tax payroll deductions.

Coverage for Your Family

If you purchase voluntary life insurance for yourself, you may also purchase coverage for your spouse/domestic partner and your dependent children.

- **Spouse/domestic partner** – Coverage is available in \$5,000 increments, up to a maximum benefit of 50% of your voluntary life insurance amount.
- **Children** – You may purchase \$1,000, \$5,000, or \$10,000 worth of coverage for your dependent children. (The benefit amount is \$100 for children less than six months old.)



Glossary of Health Plan Terms

Deductible – This is the amount you must pay each calendar year before the plan will pay benefits.

Coinsurance – This is the percentage of your covered medical expenses you pay after meeting your deductible.

Copayment – This is a flat dollar amount you pay for medical services, such as the payment you make for a doctor's office visit.

Out-of-Pocket Maximum – If your share of the medical expenses reaches this amount, you will not have to pay any more coinsurance for the rest of the year. Keep in mind that

some expenses, such as your deductible and copayments, do not count toward the out-of-pocket maximum.

- When you go to see a PPO network doctor or have a prescription filled at one of the plan's participating pharmacies, you will pay a flat copayment and nothing else. If you visit a non-network doctor your costs will be higher (you pay deductible plus coinsurance instead of the flat copayment).
- Your coinsurance and out-of-pocket costs are lower when you go to PPO network providers.

HOW TO ENROLL ON THE ESS PORTAL

Log on to the ESS Portal

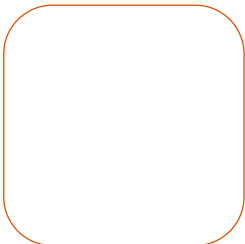
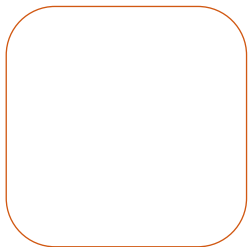
- 1 From a computer connected to the District Intranet, launch your Internet browser.
- 2 Go to www.laccd.edu (home page), and click the Faculty & Staff Resources link at the top of the page, then click on the Intranet link on the lower left-hand side.
- 3 Enter your 9-digit User ID as follows:
 - a. If your employee number is 6 digits long, then your User ID is P00 (two zeros) + your employee number, **or**
 - b. If your employee number is 7 digits long, then your User ID is P0 (one zero) + your employee number.
- 4 Enter your portal password:
 - a. If you already have an SAP account, your password will be the same as your SAP password.
 - b. If you do not have an SAP account, you can create a password while you are at the portal, using this formula:
 - Your 2-digit birth month (e.g., June = 06) +
 - The first letter of your last name +
 - The last 4 digits of your Social Security number.

Note: If your password has expired in the last 60 days, you will need to follow the instructions above for first time users. You cannot use the first 7 characters of your old password.

Start Your Annual Enrollment

Once you're in the ESS portal, get started by clicking the **Start Your Annual Enrollment** button. You will be guided through a series of six steps.

At the end of the enrollment process, active full-time employees will have an opportunity to enroll in an FSA for 2012.



CONTACT INFORMATION

MEDICAL PLANS

CalPERS Health Benefit Program

(888) 225-7377
Monday–Friday, 8:00 a.m.–5:00 p.m.
TTY (916) 795-3240
(for speech and hearing impaired)
www.calpers.ca.gov

DENTAL PLANS

Delta Dental

P.O. Box 997330, Sacramento, CA 95899
(800) 765-6003
www.deltadentalins.com

SafeGuard

P.O. Box 3594, Laguna Hills, CA 92654
(800) 880-1800
www.safeguard.net (plan code 0150-D)

VISION PLAN

VSP

P.O. Box 997100
Sacramento, CA 95899-7105
(800) 877-7195
www.vsp.com

EMPLOYEE ASSISTANCE PROGRAM (EAP)

Horizon Health

(800) 342-8111
www.horizoncarelink.com
login code: laccd **password:** eap

FLEXIBLE SPENDING ACCOUNTS (FSAs)

SHPS, Inc.

11405 Bluegrass Pkwy.
Louisville, KY 40299
(800) 678-6684
www.myshps.com

TERM LIFE AND AD&D INSURANCE

LACCD

770 Wilshire Blvd.
Los Angeles, CA 90017
(888) 428-2980
www.laccd.edu/health

MetLife

National Service Center
P.O. Box 2517, Aurora, IL 60507-2517
(877) ASK-MET7
www.metlife.com

OTHER BENEFITS & COBRA INFORMATION

LACCD Health Benefits Call Center

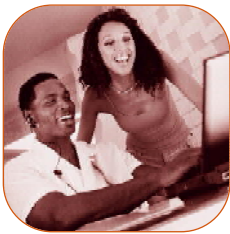
770 Wilshire Blvd.
Los Angeles, CA 90017
(888) 428-2980
Monday–Friday, 9:00 a.m.–4:00 p.m.
www.laccd.edu/health



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