



Fort Bend County Podcasts

Podcast Episode 23- Annual Enrollment Reminders

October 31, 2024

Gina- Welcome to this week's benefit detective podcast. I'm Gina.

Wendy- And I'm Wendy.

Gina- Wendy, annual enrollment has been upon us now.

Wendy- Yes. It has. And annual enrollment ends November 1st. So, you only have today and tomorrow, Friday, to get it done.

Gina- Yes, ma'am. But first, have you done your annual enrollment?

Wendy- Well, of course, I've done it. How about you?

Gina- Of course. Yes, ma'am. I completed that the 1st week because I wanted to make sure I was good to go and not forget to do my own after I help everybody else.

Wendy- Yes. Because we get very busy with annual enrollment.

Gina- Exactly. So, in case you have not done your annual enrollment yet, you should be getting reminder emails. So, these are going out to those, and it has your name in it, specifically from the Lawson side of notification emails. So those go out daily, like, business day daily, and they've been going out since the 1st day of annual enrollment. So, if you're still getting them, please don't ignore that because your time is almost up. So, here's the skinny on that. So, we have literally over 3,000 employees that are eligible for benefits. So that's a lot of employees that we here at Risk Management Benefit Team are keeping track of, reminding. So please check your emails because we still have people out there that have not done any enrollment. And you know what? And I'm going to just say right now, kudos to all of our department coordinators and heads. I mean, bravo. (Clapping) Because without your help, you know, y'all look out for y'all's employees so much, and we are so appreciative of that because we try to reach out to them. And if we can't, I know y'all try to help as well just remind them to please go in and do their annual enrollment. So, yes, thank you all so, so much.

Wendy- And don't forget, you need to submit your required documentations if you're adding a spouse or adding a child.

Gina- Yes. And that is due November 1st.

Wendy- Correct. And if you need to know what documentation, you need to submit on your annual enrollment homepage under enrollment topic questions, there's some q and a there. Adding a spouse dependent.



Fort Bend County Podcasts

Wendy- Click on that and it'll answer any questions and let you know what documentation needs to be submitted.

Gina- Yes. And if you need to submit that documentation, how can they submit it to us, Wendy?

Wendy- Oh, we have an employee, document uploader also available on our annual enrollment homepage on the website. They can email us the documentation. They can bring the documentation by our office.

Gina- Yes. And that employee document uploader is available under downloads and tools on the annual enrollment webpage just like Wendy said.

Wendy- Now if you have a spouse on your medical plan or if you're adding your spouse to the medical plan and they are employed, don't forget, you need to have that Certificate of Credible Coverage. That form is located on your annual enrollment webpage under downloads and tools. It's called Certificate of Credible Coverage. Print that, give it to your spouse, have their employer complete this form, and then give this to Risk Management. And your deadline for that form only is, January 31, 2025.

Gina- Exactly. Also, don't forget to do your flexible spending forms. That is also on the annual enrollment webpage. So, if you currently are going to have a rollover for next year, remember, this year is \$550 that will roll over to next year. If you're going to have, that amount or \$50 actually to a \$550, That will roll over to next year, but you have to reenroll in order to use those funds. So, in order to do that, you need to go and do your flexible spending form, which is I think it's item number 3.

Wendy- Step 3.

Gina- Yeah. Step 3 on the annual enrollment web page. So, make sure you go ahead and do that. And then you won't be receiving any more notifications if you are currently on flexible spending. Remember those notifications that go out daily? Yeah. You'll probably be getting one as well. So, if you don't want to receive it and get off of that, just go in and waive it. But remember to use up your funds before the end of this year. Yeah. And if you do have money left and you, don't you need to use it up, always remember, you have the FSA store.com available to you. So, check that out. I love that. It's actually been very helpful for myself and my child. So, yeah, just don't forget about that.

Wendy- And another reminder is our HRA biometrics. You still have until November 1st to complete your HRA biometrics to get the discount on the medical plan.

Gina- Yes. And remember, that is a 2-part process. So, you need your biometric numbers first in order to input that into the HRA link.



Fort Bend County Podcasts

Wendy- And if you go to your family doctor and you have your physical and blood work done, we have a form that can be completed by your provider that will also get you the discount, but it also has to be submitted by November 1st. The form can be found on Econnect under Risk Management forms. It's the number 10 form called Medical Provider Verification form. Print that out, have your provider complete it, get it back to us by November 1st.

Gina- Yes, ma'am. Oh, and don't forget about your flu shot. So, if you haven't gotten it yet, go do that. So, flu shots are available at the clinic, our employee clinic, for all full time, part time, temporary contracts. You know, we got you covered. So just go ahead and go see one of our nurses or the employee clinic staff downstairs at our employee clinic and get your flu shot.

Wendy- I got mine.

Gina- Me too. Well, that wraps up this week's benefit detective podcast. I'm Gina.

Wendy- And I'm Wendy. And remember to listen every Thursday for our podcast.

Gina & Wendy - And do your annual enrollment.

Gina- And the benefit detectives are here to help.