



Health Benefits

Putting the pieces together
to improve your health.



Important Open Enrollment Instructions for Satellite Retiree Enrollees

Open Enrollment Period: October 15, 2019 – November 14, 2019

For Plan Year: January 1, 2020 – December 31, 2020

To help you prepare for Open Enrollment, enclosed you will find a personalized Open Enrollment benefit statement with information about your current benefit enrollment **as of August 28, 2019**.

New Process: If you add a new or re-enrolling an eligible dependent during open enrollment, you must submit the appropriate dependent documentation to the Retiree Enrollment Form. If the appropriate dependent documentation is not received by the end of open enrollment, your dependent will not have coverage as of January 1, 2020, and will be ineligible to enroll until the next qualifying life event or open enrollment.

Please review your enclosed Open Enrollment benefits statement, the January 1, 2020 -December 31, 2020 Benefits Guide and the Open Enrollment materials for information on benefits, eligible dependents, required documentation and further instructions.

If you do not wish to make changes to your current benefits, **you do not need to do anything**. All current benefits will automatically roll over to the new plan year.

If you wish to make a change to your current benefits, enroll in a plan for the first time, or cancel some or all of your coverage, you must complete the enclosed Retiree Enrollment Form. Enrollment Forms are also available online at www.dbm.maryland.gov/benefits under the Forms tab, which can be completed and saved to your computer. Print, sign and mail your enrollment form (along with any required dependent documentation, if needed) **postmarked** no later than **November 14, 2019** to:

Employee Benefits Division
Attention: Enrollment Unit
301 West Preston Street – Room 510
Baltimore, Maryland 21201
email: enrollment.ebd@maryland.gov

For rate information and other Open Enrollment questions, please contact the agency from which you retired.

If you do not submit an enrollment form, your current benefit elections will roll over for the new plan year.

Contact the Employee Benefits Division for Open Enrollment assistance at 410- 767-4775 (or toll-free at 1-800-307-8283), Monday thru Friday, 8:30 am to 4:30 pm Eastern Time, or email questions to ebd.mail@maryland.gov.