

UNIFORMED SERVICES LEAVE EMPLOYEES
IMPORTANT INFORMATION FOR YOUR HEALTH BENEFITS WHILE ON UNIFORMED SERVICES
LEAVE AND WHEN RETURNING TO STATE SERVICE:

Employee on Active Duty:

In recognition of the tremendous service of our employees who serve as members of the armed forces, the State of Maryland permits employees on active uniformed services duty to elect to continue their medical, dental, and prescription benefits at the same coverage level in effect just prior to the start of their uniformed services duty. The State will pay the full cost of both the employee and State share of premiums. State employees on active uniformed services duty may elect to continue coverage for accidental death & dismemberment insurance, life insurance, or flexible spending accounts by remitting payment for this coverage directly to the Employee Benefits Division. If elected, employees will be billed by the Direct Pay unit through payment coupons.

To continue your benefits under an Active Uniformed Services Leave of Absence, you will need to complete the LAW – UNIFORMED SERVICES NOTIFICATION FORM. Please return this form to your Agency Benefits Coordinator along with a copy of your active uniformed services orders. If these orders expire, you will need to provide your Agency Benefits Coordinator with updated orders in order to continue Active Uniformed Services Leave coverage with the State of Maryland. If you have questions concerning your benefits while on active uniformed services, please contact your Agency Benefits Coordinator.

Employees Returning from Active Duty:

When a member is returning from active duty, he/she should contact his/her Agency Benefits Coordinator to complete a Regular Enrollment Form. The completed Regular Enrollment Form should be sent to the Employee Benefits Division along with the employee's discharge paperwork.