

BENEFITS ENROLLMENT & CHANGE FORM

Updated: 4/2022

CHECK ONLY ONE ...

NEW EMPLOYEE ENROLLMENT

QUALIFYING LIFE EVENT CHANGE



FOR HR USE ONLY ...

HIRE DATE: _____

EFFECTIVE DATE: _____

PREMIUM START DATE: _____

EMPLOYEE INFORMATION ... PLEASE PRINT CLEARLY

EMPLOYEE #:	NAME (FIRST NAME, MI, LAST NAME):		
ADDRESS:			
SS#:	ANNUAL SALARY:	DATE OF BIRTH:	
GENDER: <input type="checkbox"/> MALE <input type="checkbox"/> FEMALE	MARITAL STATUS: <input type="checkbox"/> MARRIED <input type="checkbox"/> SINGLE		

BLUECROSS BLUESHIELD MEDICAL - LINCOLN DENTAL - COMMUNITY EYE CARE VISION BENEFITS (PAGES 4 - 22 IN THE BENEFITS BOOK) ...

TYPE OF COVERAGE	EMPLOYEE ONLY	EMPLOYEE + SPOUSE	EMPLOYEE + CHILD	EMPLOYEE + CHILDREN	EMPLOYEE + FAMILY	OPT OUT
MEDICAL	<input type="checkbox"/> PPO BASE	<input type="checkbox"/> PPO BASE	<input type="checkbox"/> PPO BASE	<input type="checkbox"/> PPO BASE	<input type="checkbox"/> PPO BASE	<input type="checkbox"/> WITH \$2,000 HEALTH REIMBURSEMENT ACCOUNT <input type="checkbox"/> WITHOUT HEALTH REIMBURSEMENT ACCOUNT **You must provide proof of other coverage to elect this plan**
	<input type="checkbox"/> HDHP/ with HSA	<input type="checkbox"/> HDHP/ with HSA	<input type="checkbox"/> HDHP/with HSA	<input type="checkbox"/> HDHP/ with HSA	<input type="checkbox"/> HDHP/ with HSA	
	<input type="checkbox"/> PPO BUY-UP	<input type="checkbox"/> PPO BUY-UP	<input type="checkbox"/> PPO BUY-UP	<input type="checkbox"/> PPO BUY-UP	<input type="checkbox"/> PPO BUY-UP	
DENTAL	<input type="checkbox"/> LOW PLAN	<input type="checkbox"/> LOW PLAN		<input type="checkbox"/> LOW PLAN	<input type="checkbox"/> LOW PLAN	<input type="checkbox"/> Initial in this box to WAIVE Dental Coverage
	<input type="checkbox"/> HIGH PLAN	<input type="checkbox"/> HIGH PLAN		<input type="checkbox"/> HIGH PLAN	<input type="checkbox"/> HIGH PLAN	
VISION	<input type="checkbox"/> COMPREHENSIVE	<input type="checkbox"/> COMPREHENSIVE		<input type="checkbox"/> COMPREHENSIVE	<input type="checkbox"/> COMPREHENSIVE	<input type="checkbox"/> Initial in this box to WAIVE Vision Coverage
	<input type="checkbox"/> EYEWEAR	<input type="checkbox"/> EYEWEAR		<input type="checkbox"/> EYEWEAR	<input type="checkbox"/> EYEWEAR	

COMPLETE THIS SECTION FOR ANY CHILD(REN) OR FAMILY WISH TO COVER ON YOUR MEDICAL, DENTAL, AND/OR VISION PLANS ...

COVERED DEPENDENTS	FIRST NAME MIDDLE INITIAL LAST NAME	SOCIAL SECURITY # XXX-XX-XXXX	DATE OF BIRTH XX/XX/XXXX	GENDER MALE / FEMALE	MUST WRITE "ADD" OR "DROP"		
					MEDICAL	DENTAL	VISION
SPOUSE:							
CHILD:							
CHILD:							
CHILD:							

*** PLEASE LIST ADDITIONAL CHILD(REN) ON A SEPARATE SHEET OF PAPER "IF" NEEDED ***

HEALTH SAVINGS ACCOUNT (HSA): **Only available with the HDHP** \$3,650 individual / \$7,300 Family Includes County Contribution	PAY PERIOD ELECTION: \$ _____ <input type="checkbox"/> NEW ENROLLMENT IN THE HSA PLAN ANNUAL ELECTION: \$ _____ (PAY PERIOD ELECTIONS X'S 24 PAY PERIODS) <input type="checkbox"/> CHANGE MY PERSONAL HSA CONTRIBUTION <input type="checkbox"/> CANCEL MY PERSONAL HSA CONTRIBUTION
HEALTHCARE FLEXIBLE SPENDING ACCOUNT (FSA): \$2,750 maximum contribution	PAY PERIOD ELECTION: \$ _____ ANNUAL ELECTION: \$ _____ (PAY PERIOD ELECTIONS X'S 24 PAY PERIODS)
DEPENDENT CARE (FSA): \$5,000 maximum contribution	PAY PERIOD ELECTION: \$ _____ ANNUAL ELECTION: \$ _____ (PAY PERIOD ELECTIONS X'S 24 PAY PERIODS)

LINCOLN SUPPLEMENTAL BENEFITS (PAGES 29 - 40 IN THE BENEFITS BOOK) ...

TYPE OF COVERAGE	ENROLLMENT SECTION	AMOUNT OF COVERAGE	BI-WEEKLY DEDUCTION (FOR 24 PAY PERIODS)
SHORT-TERM DISABILITY EMPLOYEE ONLY maximum of \$500 per week, not to exceed 70% of salary duration of 13 weeks.	<input type="checkbox"/> YES <input type="checkbox"/> NO	<u>WEEKLY BENEFIT AMOUNT</u>	
		<input type="checkbox"/> \$200	\$8.63
		<input type="checkbox"/> \$250	\$10.79
		<input type="checkbox"/> \$300	\$12.95
		<input type="checkbox"/> \$350	\$15.10
		<input type="checkbox"/> OTHER: \$ _____	OTHER: \$ _____
LONG-TERM DISABILITY EMPLOYEE ONLY maximum of \$2000 per month, not to exceed 60% of monthly salary in \$500 increments.	<input type="checkbox"/> YES <input type="checkbox"/> NO	<u>MONTHLY BENEFIT AMOUNT</u>	
		<input type="checkbox"/> \$500	\$3.20
		<input type="checkbox"/> \$1,000	\$6.40
		<input type="checkbox"/> \$1,500	\$9.60
		<input type="checkbox"/> \$2,000	\$12.80
DEPENDENT TERM LIFE	<input type="checkbox"/> YES <input type="checkbox"/> NO	<input type="checkbox"/> Spouse	\$0.89 \$10,000 - SPOUSE & CHILD(REN) AGES 6 MTHS TO 26 \$100 FOR CHILD(REN) 14 DAYS TO 6 MTHS
		<input type="checkbox"/> Children # _____	
VOLUNTARY EMPLOYEE LIFE (GI \$200,000)	<input type="checkbox"/> YES <input type="checkbox"/> NO	\$ _____	\$ _____

***** Voluntary Employee Life MUST be elected to enroll in Voluntary Spouse, Child and AD&D coverages. Spouse coverage cannot exceed 100% of Employee Coverage for Voluntary Basic Life or AD&D coverages*****

VOLUNTARY SPOUSE LIFE (GI \$30,000)	<input type="checkbox"/> YES <input type="checkbox"/> NO	\$ _____	\$ _____	
VOLUNTARY CHILD LIFE	<input type="checkbox"/> YES <input type="checkbox"/> NO	<input type="checkbox"/> \$5,000 # _____	\$0.60	
		<input type="checkbox"/> \$10,000 # _____	\$1.20	
VOLUNTARY AD&D *** Spouse is eligible for up to 100% of the Employee amount of coverage. ***	<input type="checkbox"/> YES <input type="checkbox"/> NO	<u>EMPLOYEE</u>	<u>SPOUSE</u>	<u>Child(ren)</u>
		<input type="checkbox"/> \$25,000 \$0.29	<input type="checkbox"/> \$25,000 \$0.29	<input type="checkbox"/> \$5,000 \$0.09
		<input type="checkbox"/> \$50,000 \$0.58	<input type="checkbox"/> \$50,000 \$0.58	<input type="checkbox"/> \$10,000 \$0.18
		<input type="checkbox"/> \$100,000 \$1.15	<input type="checkbox"/> \$100,000 \$1.15	
		<input type="checkbox"/> \$150,000 \$1.73	<input type="checkbox"/> \$150,000 \$1.73	
		<input type="checkbox"/> OTHER: \$ _____	<input type="checkbox"/> OTHER: \$ _____	

OTHER SUPPLEMENTAL BENEFITS (PAGES 23 - 26 AND PAGE 41)

TYPE OF COVERAGE	ENROLLMENT SECTION	AMOUNT OF COVERAGE	BI-WEEKLY DEDUCTION (FOR 24 PAY PERIODS)
TRANSAMERICA WHOLE LIFE	<input type="checkbox"/> YES <input type="checkbox"/> NO	\$ _____	\$ _____
		SPOUSE: \$ _____ CHILD 1: \$ _____ CHILD 2: \$ _____ GRANDCHILD 3: \$ _____	SPOUSE: \$ _____ CHILD 1: \$ _____ CHILD 2: \$ _____ GRANDCHILD 3: \$ _____
TRANSAMERICA CRITICAL ILLNESS	<input type="checkbox"/> YES <input type="checkbox"/> NO	\$ _____	\$ _____
TRANSAMERICA CANCER	<input type="checkbox"/> YES <input type="checkbox"/> NO	<input type="checkbox"/> <u>PLAN 1:</u> (\$3,000 INITIAL DIAGNOSIS)	<input type="checkbox"/> EMPLOYEE ONLY \$10.31 <input type="checkbox"/> EMPLOYEE + CHILD(REN) \$11.86 <input type="checkbox"/> EMPLOYEE + FAMILY \$18.86
		<input type="checkbox"/> <u>PLAN 2:</u> (\$10,000 INITIAL DIAGNOSIS)	<input type="checkbox"/> EMPLOYEE ONLY \$19.61 <input type="checkbox"/> EMPLOYEE + CHILD(REN) \$22.09 <input type="checkbox"/> EMPLOYEE + FAMILY \$35.13

FOR TRANSAMERICA BENEFITS: HAVE YOU USED TOBACCO PRODUCTS DURING THE PREVIOUS TWELVE (12) MONTHS (CIRCLE ANSWER)? YES / NO

ALLSTATE ACCIDENT	<input type="checkbox"/> YES <input type="checkbox"/> NO	<input type="checkbox"/> EMPLOYEE ONLY	\$7.76
		<input type="checkbox"/> EMPLOYEE + SPOUSE	\$14.44
		<input type="checkbox"/> EMPLOYEE + CHILD(REN)	\$15.93
		<input type="checkbox"/> EMPLOYEE + FAMILY	\$19.64

COMPLETE THIS SECTION FOR ANY SPOUSE OR DEPENDENTS YOU WISH TO COVER ON YOUR SUPPLEMENTAL BENEFITS ...

COVERED DEPENDENTS	FIRST NAME MIDDLE INITIAL LAST NAME	SOCIAL SECURITY # XXX-XX-XXXX	BIRTH DATE XX/XX/XXXX	GENDER MALE / FEMALE
SPOUSE:				
CHILD:				
CHILD:				
CHILD:				
CHILD:				

BENEFICIARY DESIGNATION(S) SECTION ...

THE DESIGNATED BENEFICIARY LISTED BELOW IS FOR THE "COUNTY" PROVIDED LIFE INSURANCE (1X'S ANNUAL SALARY ... UP TO \$75,000, BUT NO LESS THAN \$25,000 ... AT NO COST TO EMPLOYEE) AND FOR ALL VOLUNTARY LIFE INSURANCE COVERAGES ELECTED THROUGH LINCOLN, ALLSTATE BENEFITS, AND TRANSAMERICA WHOLE LIFE. **NOTE:** YOUR CONTINGENT BENEFICIARY(IES) WILL RECEIVE BENEFITS ONLY IF THE PRIMARY BENEFICIARY DOES NOT SURVIVE YOU.

PRIMARY BENEFICIARY(IES): PERCENTAGE AMOUNT MUST EQUAL 100%

FIRST NAME	LAST NAME	SOCIAL SECURITY #	DATE OF BIRTH	RELATIONSHIP	PERCENTAGE

CONTINGENT BENEFICIARY(IES): PERCENTAGE AMOUNT MUST EQUAL 100%

FIRST NAME	LAST NAME	SOCIAL SECURITY #	DATE OF BIRTH	RELATIONSHIP	PERCENTAGE

**BENEFICIARY DESIGNATION(S) FOR THE PRUDENTIAL 401(K) AND 457B PLANS,
AND FOR THE LOCAL GOVERNMENT RETIREMENT SYSTEM PLAN ...**

GO TO www.ncplans.prudential.com AND CREATE AN ACCOUNT TO DESIGNATE YOUR BENEFICIARY(IES).
GO TO www.nctreasurer.com > ORBIT AND CREATE AN ACCOUNT TO DESIGNATE YOUR BENEFICIARY(IES).

I agree to the benefit elections as outlined on this Benefits Enrollment Form.

EMPLOYEE SIGNATURE

DATE