

2020 Open Enrollment

HAMPTON CITY SCHOOLS

Open enrollment will take place Thursday, August 13th through Friday, August 28th. Changes made during the enrollment period will go into effect October 1, 2020. Please note that all current benefit elections, with the exception of health savings accounts and flexible spending accounts, will roll over to the new plan year. More detailed information can be found in this packet. An updated benefits guide is also available on the human resources section of the Hampton City Schools website.

Employees can make their benefit election changes online through our bswift benefits enrollment system at <https://bswift.hampton.k12.va.us> or meet with an enrollment counselor who can assist them in making their elections through the bswift system. Due to COVID-19, there are limited in-person appointments available with enrollment counselors. Enrollment counselors will not be traveling to HCS schools this year. These appointments will be limited to the school administration center at 1 Franklin Street. To accommodate any employee who is not able to schedule an in-person appointment, this year telephonic appointments with enrollment counselors will also be available. Please note that with telephonic appointments, employees will be able to consult with a counselor, but will need to log their own enrollment changes in the bswift benefits system. Employees wanting to meet with an enrollment counselor will need to schedule an appointment by going to www.myenrollmentschedule.com/hampton or by calling 1-866-998-2915. A detailed schedule with dates and locations is included in this packet.

Employees still have through June 30th to log their points for the wellness incentive program. Employees who meet the requirements can save up to \$750 on their health insurance premiums for next year or earn a higher contribution in their health savings account (for CDHP participants). Spouses covered under the medical plan must also meet the requirements for an employee to earn the premium incentive. The requirements of the wellness incentive program will change next year and a new program guide is included in this packet.

Flexible spending account (FSA) elections do not roll over annually. You must enroll each year to continue your account. A new election is also required for participants with up to \$550 in rollover funds in a medical flexible spending account.

Health savings account (HSA) employee contributions do not roll over from one plan year to the next. Employees who are enrolled in the Cigna CDHP medical plan and would like to make a contribution to their HSA can make their election during the open enrollment period. HSA employee contributions can be changed at any time during the year by contacting your benefits representative. HSA employer contributions are automatically applied for eligible employees. No action from the employee is needed to receive an employer HSA contribution.

Please contact your benefits representative if you have questions about the information in this packet. Benefits representatives are determined by the first letter of your last name.

A - G, Sharmaine Alexander-Riggins, sriggins@hampton.k12.va.us or 757-727-2106

H - Q, Sally Seidnitzer, sseidnitzer@hampton.k12.va.us or 757-727-2107

R - Z, Nicole Samuelson, nsamuelson@hampton.k12.va.us or 757-727-2326

HCS does not discriminate on the basis of race, color, national origin, sex, disability, age or other protected classes in its programs and activities and provides equal access to the Boy Scouts and other designated youth groups. The following person has been designated to handle inquiries regarding the non-discrimination policies: Robbin G. Ruth, Executive Director, Human Resources, One Franklin Street, Hampton, VA 23669 757-727-2000.

