

# 2022-2023 Open Enrollment Guide



Open Enrollment begins **Monday, October 10** and closes **Sunday, November 13, 2022** at midnight. Benefit changes are effective **January 1, 2023**. The first benefits deduction will appear on your **January 20, 2023** paycheck. If you **do not** wish to make benefit changes, you do not need to participate in Open Enrollment, your current benefits will automatically roll over to 2023.

## 2023 Benefit Rates

Understanding your benefits and being informed helps lower health care costs for both employees and the City.

- **Medical Plan**—The amount you pay per pay period will increase. See chart below. For part-time rates, refer to the **2023 Employee Benefits Guide**.

Full-Time	CDHP	PPO	HMO
Employee Only	\$0	\$15.00	\$20.00
Employee & Spouse/Domestic Partner	\$96.37	\$200.67	\$210.67
Employee & Children	\$47.79	\$147.84	\$157.84
Employee & Family or Domestic Partner & Children	\$221.63	\$336.91	\$346.91

- **Dental, Vision, Legal, and Disability Plan**—No rate increases.

## 2023 Benefit Changes

### PPO Prescription Copay Changes:

- Tier 2 Drugs \$10 increase—from \$30 to \$40 or 20% of cost up to \$70.
- Tier 3 Drugs \$10 increase—from \$50 to \$60 or 20% of cost up to \$110.

### HMO Prescription Copay Changes:

- Tier 2 Drugs \$10 increase—from \$35 to \$45 or 20% of cost up to \$80.
- Tier 3 Drugs \$10 increase—from \$55 to \$65 or 20% of cost up to \$120.

**CDHP w/HSA Employee Contributions**—The maximum you can contribute pre-tax, per pay period will increase:

- Employee Only from \$131 to \$139.
- Employee & Dependents from \$262 to \$281.

The City will continue to contribute money into the employee's CDHP Health Savings Account.

- Employee Only—\$500.
- Employee & Dependents—\$1,000.

**Flexible Spending Accounts**—The maximum you can contribute pre-tax, per pay period will increase:

- Health Care FSA—from \$114 to \$118.
- Dependent Care FSA—no change, \$208.

**Child Care Assistance Program**—The gross income limits will increase allowing more employees to be eligible for this program. Eligibility is based on family size and gross income. See chart below.

Family Size	2022 Gross Income Limit	2023 Gross Income Limit
2	\$78,234	\$88,250
3	\$88,026	\$99,250
4	\$97,818	\$110,300
5	\$105,621	\$119,100
6	\$113,475	\$127,950

# 2022-2023 Open Enrollment Guide

## NEW Hinge Health—

If you experience chronic back, hip, or knee pain, you should explore Hinge Health. The 12-week, digital musculoskeletal (MSK) program is based on proven nonsurgical care guidelines. It's led by a coach and delivered remotely using mobile and wearable technology.



BlueCross BlueShield  
of Texas

### What does the program include?

- Exercise Therapy—Personalized exercise therapy to improve strength and mobility in short, 15-minute sessions.
- Behavioral Health—1-on-1 health coaching to provide motivation and support via text, email, or phone.
- Education—interactive education to teach you how to manage your specific condition, treatment options, and more.

### What results do participants see?

- 60% average pain reduction
- 2 out of 3 surgeries avoided

### How much does the program cost?

It's free for eligible participants.

### Who is eligible?

Employees and dependents 18 and older and enrolled in a City medical plan can participate. Participants go through a clinical screening to determine program eligibility.

### How to Register?

Registration details will be available on CitySpace starting in January 2023.

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## Onsite & Mobile Health Clinics

The City of Austin's new Onsite and Mobile Health clinics were created to provide our employees convenient access to high quality care. HealthyConnections in partnership with Premise Health have designed clinics to make it easier for employees enrolled in a City medical plan to complete biometric and preventive screenings, vaccines, condition management, lab draws, and more.

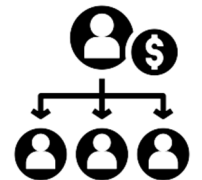
The onsite health clinic is now open Monday – Friday from 7 am – 4 pm at the Learning and Research Center (LRC) at 5202 E Ben White Blvd., Suite 500. The mobile health clinic rotates between four City worksites one week per month: One Texas Center, Planning & Development Center, Rutherford Lane Campus, and Kramer Service Center.

All services will be provided at no cost to employees enrolled in the City HMO and PPO medical plans. Employees enrolled in the CDHP w/HSA will have \$0 copay preventive visits and \$45 copay per non-preventative visit until their deductible is reached. To schedule an appointment at the Health & Wellness Clinic, please call **512-640-4997** or visit [mypremisehealth.com](http://mypremisehealth.com).



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**Updating your Beneficiary**—You may update your beneficiary any time during the year by logging into the HR Portal from your work computer or City laptop at [hrportal.coacd.org/login.cfm](http://hrportal.coacd.org/login.cfm). It is extremely important that you have a beneficiary on file and that you keep your beneficiary up to date, in the event of marriage and divorce. If you have no beneficiary on file, your last and final paycheck must go into probate and your life insurance will be paid according to line of succession.



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**COAERS MemberDirect Online Portal**—The City of Austin Employees' Retirement System (COAERS) launched its member portal called MemberDirect. COAERS Active members can securely access their retirement account and information. Members can instantly know their retirement eligibility date, obtain retirement benefit estimates, see options for survivor benefits, and view how deductions and insurance will affect retirement take home pay. Members can view their beneficiaries, update contact information, obtain forms, securely communicate with COAERS staff, and receive electronic notifications. Members can register for a MemberDirect account at [coaers.org](http://coaers.org).

COAERS

# How to Participate in Open Enrollment

## Review

- Your **2022-2023 Coverage Information Statement** and the **2023 Employee Benefits Guide**. Additional Open Enrollment information and the **Guide** can be found at [austintexas.gov/benefits](https://austintexas.gov/benefits).

## Participate

- **NEW Benefit Fairs:** Benefit vendors will be onsite to answer your benefit questions and free flu shots will be available by appointment only for employees age 18 & older that are enrolled in a City medical plan. To schedule an appointment, visit [cityspace.austintexas.gov/Benefits/HealthyConnections](https://cityspace.austintexas.gov/Benefits/HealthyConnections). Listed below are the dates, times, and addresses of the Benefit Fairs.

Aviation	10/12/2022	6:30 am—10:30 am	2800 Spirit of Texas Drive
Rutherford Lane Campus	10/27/2022	7:30 am—10:30 am	1520 Rutherford Ln, Building 1

- **Virtual Open Enrollment Meetings:** Are available to all City of Austin employees. To attend a Microsoft Teams meeting, follow the steps below:
  1. Go to: <https://cityofaustin.sharepoint.com/sites/HRDLMS365/> or scan the QR code to the right to register for a meeting of your choice.
  2. To register, you will need your work email and your City of Austin network password.
  3. After you register, check your work email for the Microsoft Teams meeting invite.
- **Open Enrollment Video:** If you cannot attend a meeting, you can view the Open Enrollment video online at [coaopenenrollment.com](https://coaopenenrollment.com) or scan the QR code to the right to access the video from [austintexas.gov/benefits](https://austintexas.gov/benefits).



## Prepare

### Have these items on hand when participating in Open Enrollment:

- Your **Employee ID Number** (located on your **2022-2023 Coverage Information Statement** and your timesheet).
- Your dependent's **social security numbers, dates of birth, and documentation** for the dependents you wish to enroll.

## Enroll

### Ways to participate in Open Enrollment:

**Option 1:** Go to [coaopenenrollment.com](https://coaopenenrollment.com).

Available 24/7, beginning Monday, October 10 through Sunday, November 13, 2022. To log in, enter your **Employee ID Number** and the **first five digits** of your **Social Security Number**.

To make changes to your benefits, select the appropriate tabs.

- **Employee tab**—to update your address and marital or domestic partner (DP) status.
- **Dependents tab**—to add or drop dependents from coverage, upload dependent documentation, and to update your dependent's personal information.
- **Medical tab**—to enroll in, add or drop dependents from coverage, switch medical plans, or waive coverage. Newly enrolled HMO participants should add their PCP.
- **Health Care FSA tab**—to enroll in, cancel, increase/decrease your per pay period contribution, and/or request additional Health Care FSA debit cards. You may request up to three additional cards in your dependent's name at no cost.
- **Deferred Compensation tab**—to enroll in Deferred Compensation. Payroll deductions begin January 6, 2023. **Note:** the Deferred Compensation tab is **not** viewable to employees who currently participate in Deferred Compensation. If you wish to change your contribution amount, visit [dcaustin.com](https://dcaustin.com) or call **866-613-6189**.
- **Tobacco Certification tab**—if enrolling in medical or adding a spouse/DP to medical, you **must** complete the Tobacco Certification Form for you and/or your spouse/DP.
- **Finalize Enrollment tab**—to finalize your benefit changes, email and print a copy of your **2023 Online Verification**.

**Option 2:** Call **512-493-1350**.

Available weekdays, Monday, October 10 through Friday, November 4, 2022 Representatives are available from 8 am to 5 pm.

- Spanish-speaking representatives are available.



# 2023 Tobacco Premium—Applies to Employees & Spouses/DP

**Q: Did you or your spouse/DP complete Tobacco Cessation 101 between October 1, 2021 and September 30, 2022 and no longer use tobacco?**

A: If yes, you must participate in Open Enrollment and mark the non-tobacco status option to avoid paying the Tobacco Premium beginning January 2023.

If you continue to use tobacco products, you and/or your spouse/DP must complete the Tobacco Cessation 101 class scheduled from October 1 through December 16, 2022, to avoid paying the Tobacco Premium beginning January 2023.

**Q: If I indicated I was a non-tobacco user during last year's Open Enrollment or during New Employee Orientation in 2022, will I pay a Tobacco Premium beginning January 2023?**

A. No. Your non-tobacco status will roll over to 2023.

**Q. Where can I find the schedule for Tobacco Cessation 101 classes?**

A. You can view the schedule online at [austintexas.gov/benefits](http://austintexas.gov/benefits) and register for a class on **TRAIN**. Spouses/DP do not have to register and can attend any class.

**NOTE:** The Tobacco Premium only applies to employees and spouses/domestic partners enrolled in a City medical plan and are tobacco users. The City encourages all employees to verify their Tobacco Status during Open Enrollment.

## Reminders

### After you Participate in Open Enrollment

A 2023 Confirmation Statement will be emailed to you immediately (if you selected this option) or mailed to your home address within two business days of participating.

- Check your statement to make sure your changes are correct by November 13, 2022.
  - ◇ Call CompuSys/Erisa Group, Inc. (Erisa) at **512-250-9397** to make corrections.
  - ◇ If you don't receive a statement, call Erisa to verify your changes were processed correctly and request a copy of your 2023 Confirmation Statement.
- Keep your statement.
  - ◇ Your first benefits deductions in 2023 will begin January 20, 2023.
  - ◇ Payroll deduction errors must be reported to the Employee Benefits Division at **512-974-3284** no later than January 31, 2023.

### Open Enrollment Required Documentation

If you added a dependent to your benefits, upload your dependent documentation online or email to [Benefits.HRD@austintexas.gov](mailto:Benefits.HRD@austintexas.gov) by November 18, 2022. Include your employee ID number when sending documentation to the inbox. Refer to the **2023 Employee Benefits Guide** for acceptable required documentation.

### Qualifying Life Events During Open Enrollment

Call the Employee Benefits Division within 31 days of the qualifying life event to make a change to your benefits. Participating in Open Enrollment alone will not **add** or **drop** dependents for the remainder of 2022.

### Who will receive ID cards?

- BlueCross BlueShield PPO, HMO, and CDHP—new participants.
- BlueCare Dental PPO—new participants.
- Avesis Vision Plan—new participants.
- ARAG Legal Plan—new participants.
- Dependent Care FSA and/or Health Care FSA—new participants.

Participants should receive their ID cards by December 31, 2022.