



Date: June 5, 2023

To: Classified and Management Employees
From: Jenny Delgado, Assistant Superintendent, Administrative Services
Subject: 2023-2024 Plan Year SISC Open Enrollment

The annual Huntington Beach City School District SISC open enrollment will begin soon. This will be open enrollment for Classified and Management to enroll in medical, dental and vision insurance effective on October 1, 2023. This is also Section 125 enrollment for all employees to enroll in flexible spending accounts, dependent daycare accounts, and make changes to your supplemental benefits (pre-tax and post-tax). Flexible spending/dependent daycare accounts must be renewed annually as per IRS requirement. Please note there is no obligation to purchase supplemental insurance from American Fidelity.

This year’s enrollment will be June 12, 2023 through July 14, 2023. Click [enroll](#) to start the process. Click [here](#) for the instructions. It is important that all eligible employees complete their enrollment through AFenroll®. **AFenroll website will not be available until June 12, 2023.**

Virtual

American Fidelity representatives will be available for both virtual and on-site appointments on various dates and times. You can complete your enrollment virtually, ask questions, and confirm your benefit selections. Here is the appointment [Link](#). You can also call the Southern California branch office at 800-365-9180 to schedule an appointment that works best for you.

Self-Enroll

With AFenroll®, you can enroll through American Fidelity’s secure online system that is accessible from any desktop browser. The site contains educational American Fidelity benefit videos to answer any questions on these voluntary benefits. **Self-enroll will be available starting June 12, 2023 through July 14, 2023.** Click [enroll](#) for the link. You may call 800-365-9180 for any technical issues and someone will help you through the process.

This [FAQs page](#) provides a brief overview of what employees can expect during this year’s enrollment.

As a reminder, the supplemental plans from American Fidelity provide you options to save money on health and dependent day care costs. Review details with your account manager during your virtual meeting to see how to maximize your tax savings. Enrollment in Flexible Spending Accounts (FSAs) will also be done through American Fidelity’s online system. Flexible spending will be increased to \$3,050 for the 2023-2024 plan year. **As a reminder, if you are currently participating in the FSAs, you need to re-enroll every year.**

Please note: If you intend to add any dependents to your coverage, including spouse and/or children, you may upload the required documents via a secure link provided by AFenroll, or you may make a one-on-one appointment with an American Fidelity representative. Please refer to the list of necessary documents you will need to upload. In addition to providing social security numbers for all dependents, you will need to provide social security numbers for all NEW dependents.

Spouse	Domestic Partner	Birth Child	Stepchild(ren)	Adopted, foster, legal guardianship
IRS 1040	State Registry or Domestic Partner Affidavit	Original birth certificate	Original birth certificate showing name of spouse listed on tax return	Legal guardianship papers issued through the courts

Thank you for your cooperation.
Huntington Beach City School District

**HUNTINGTON BEACH CITY SCHOOL DISTRICT
2023-2024 Health and Welfare Benefit Selection Sheet
MANAGEMENT AND CSEA EMPLOYEES**

SISC

The District's Health and Welfare Plans are listed below. Please indicate your choice of coverage on this form.

MEDICAL PLAN (must select one)	<u>Monthly Premium Tenthly</u>	<u>District Contributes Tenthly</u>	Employee Contributes by Payroll Deduction Tenthly <small>Oct 1st to Sept 30th</small>	<u>Employee Selection</u>
(1) ANTHEM/BlueCross - PPO - 90-A				
Employee Only	\$1,214.40	\$943.20	\$271.20	_____
Employee Plus One Dependent	\$2,374.80	\$1,414.80	\$960.00	_____
Employee Plus Two or More Dependents	\$3,338.40	\$1,886.40	\$1,452.00	_____
(2) ANTHEM/BlueCross - PPO - 80-G				
Employee Only	\$1,022.40	\$943.20	\$79.20	_____
Employee Plus One Dependent	\$1,999.20	\$1,414.80	\$584.40	_____
Employee Plus Two or More Dependents	\$2,806.80	\$1,886.40	\$920.40	_____
(3) ANTHEM/BlueCross - HMO Premier 10				
Employee Only	\$1,028.40	\$1,028.40	\$0.00	_____
Employee Plus One Dependent	\$2,008.80	\$1,414.80	\$594.00	_____
Employee Plus Two or More Dependents	\$2,822.40	\$1,886.40	\$936.00	_____
(4) ANTHEM/BlueCross - HMO Classic 20/40/250				
Employee Only	\$970.80	\$970.80	\$0.00	_____
Employee Plus One Dependent	\$1,893.60	\$1,414.80	\$478.80	_____
Employee Plus Two or More Dependents	\$2,656.80	\$1,886.40	\$770.40	_____
(5) KAISER - HMO				
Employee Only	\$858.00	\$858.00	\$0.00	_____
Employee Plus One Dependent	\$1,672.80	\$1,414.80	\$258.00	_____
Employee Plus Two or More Dependents	\$2,349.60	\$1,886.40	\$463.20	_____
<u>DENTAL PLAN - DELTA DENTAL</u>				
Employee and Family	\$115.19	\$115.19	\$0.00	_____ X
<u>VISION PLAN - EYEMED</u>				
Employee and Family	\$16.80	\$16.80	\$0.00	_____ X
<u>LONG TERM DISABILITY - RELIANCE STANDARD</u>				
Employee Only (salary cap calculated)	\$1-\$14	\$1-\$14	\$0.00	_____ X
<u>LIFE INSURANCE - RELIANCE STANDARD</u>				
Employee Only	\$8.50	\$8.50	\$0.00	_____ X
<u>ID THEFT - SELMAN & CO.</u>				
<i>Delta Dental Additional Benefit</i>	\$9.60	\$0.00	\$9.60	_____
TOTAL PAYROLL DEDUCTIONS				\$ _____

Open Enrollment is from June 12, 2023 to July 14, 2023

1. To access the online enrollment site, go to: www.afenroll.com/enroll
Compatible browsers: Safari, Edge, and Chrome.
~ At the logon screen, you will enter the site using the following information
2. Enter your User ID = Social Security Number (SSN)
3. Enter your PIN (password) = Last four digits of SSN & last two digits of your birth year
(example: 123-45-6789 & year 1974, you would type 678974)
4. Two-Factor Authentication
Afenroll has implemented two-factor authentication to add an extra layer of security to your enrollment experience. You will be prompted to select either an email address or a mobile phone number to receive a verification code. Once the code is received, you will input it into the prompt in Afenroll to verify your account.
5. Click the "Log in" button
See attached American Fidelity information sheet

Once in the site:

- 1) Review your "Contact" information. If changes are necessary, contact HBCSD HR Dept. for form to update
- 2) Review your "Beneficiary" information. If changes are necessary, update AFenroll during Open Enrollment
- 3) Complete your Open Enrollment selections, make changes where necessary or confirm to leave the same
- 4) In order to complete your enrollment, sign using the same PIN/password you used to log on.
- 5) Print a copy for your records.



FREQUENTLY ASKED QUESTIONS

Q: What enrollment options do we have?

A: There are **two** options for the open enrollment:

- 1) Virtual Guided Meetings:** The one-on-one guided virtual enrollment allows you to meet individually with an American Fidelity account manager from anywhere, on any device. You can complete your enrollment virtually, ask questions, and confirm your benefit selections. Click [here](#) for appointment.
- 2) Online Self-Enrollment:** Through AFenroll®, you can enroll through our secure online system that is accessible from any desktop browser. Click [enroll](#). The site contains educational American Fidelity benefit videos to answer any questions on these voluntary benefits. Self-Enrollment will be available starting 6/12/2023 through 7/14/2023.

Q: Do I need to meet with American Fidelity representative during the enrollment?

A: You do not have to meet with the representative during the open enrollment, however, if you have questions regarding the Flex accounts and would like to get more information, or you come across technical issues, we encourage you to make appointment and meet virtually with an AF representative.

Q: When will appointments be available with American Fidelity?

A: The appointments dates range from June 12, 2023 to July 14, 2023, available in person or virtually. To schedule an appointment, visit [here](#).

Q: Can someone help me through this process in case of any technical issues?

A: Yes. You can call Southern California Branch Office at 800-365-9180, someone will help you.

Q: What will be covered during the meeting with American Fidelity?

A: American Fidelity will confirm your medical, dental, and vision benefits for the upcoming plan year. They will also review pre-tax options, including Flexible Spending Accounts. You must sign a new pre-tax election form with American Fidelity to continue receiving pre-tax benefits.

You can also receive more information on their supplemental benefits. As a reminder, these options can help you save money on health and dependent day care costs. Review details with your account manager during your virtual meeting to see how to maximize your tax savings. Enrollment in Flexible Spending Accounts (FSAs) will also be done through American Fidelity's enrollment system. As a reminder, if you are currently participating in the FSAs you need to re-enroll every year.

Q: What do I need to have ready for my virtual appointment with American Fidelity?

A: You will need dates of birth and social security numbers for dependents who are covered on your benefits. If you are adding a spouse or dependent child, additional documents may be required. Please refer to the Open Enrollment message on the first page for required documents. You can upload the required documents via a secure link provided by the representative.

Q: Will I have the option to find out more about additional supplemental benefits?

A: Yes, you will be able to learn more about benefit options that could be important to you and your family such as disability insurance, life insurance, annuities, and accident protection. Keep in mind there is no obligation to purchase supplemental insurance from American Fidelity.



ENROLL ON YOUR SCHEDULE

With AFenroll, you can learn about your available benefits and enroll anytime, anywhere. It also provides benefits overview videos and FAQs to help you select the coverage that meets your individual needs.

Your enrollment dates:





June 12, 2023 - July 14, 2023

Get Started

- 1 Visit afenroll.com/enroll**
Compatible browsers: Safari, Edge, and Chrome.
- 2 Enter your User ID:**
This is your Social Security Number (SSN).
- 3 Enter your PIN:**
This is the last four digits of your SSN and last two digits of your birth year.
- 4 Two-Factor Authentication**
American Fidelity has implemented two-factor authentication to add an extra layer of security to your enrollment experience. You will be prompted to select either an email address or a mobile phone number to receive a verification code. Once that code is received, you will input it into the prompt in AFenroll to verify your account.

- 5 Click the Log in button**

Tips

-  **Things to Know:**
Social Security numbers and dates of birth are required for all employees and their dependents.
-  **Choose Benefits:**
Review your benefits options to help ensure you have the proper coverage and opt out of those you do not need.
-  **Make Changes:**
Log in to AFenroll to make changes at any time during your enrollment period. **Before you log out, you must re-confirm with your PIN or your enrollment will not be valid.**
-  **Print/Save Benefit Confirmation:**
Sign your Benefit Confirmation/Deduction Authorization Form using your PIN as your electronic signature.

Preparation is Key

We know your time is valuable, so make sure to review this important information before your enrollment.

Benefits Education

- Watch for group meeting announcements
- Reach out to your American Fidelity account manager

What You Need

- Driver's license
- Bank account information (if signing up for direct deposit)
- Spouse and children's dates of birth and SSNs
- Beneficiary information (and, if a trust, the full name and date of trust)

Important Items to Review

- Beneficiaries/Dependents
- Available benefits options, including plans you may keep even if you change jobs or retire

If you have questions, please contact our American Fidelity account manager listed below.

American Fidelity
Southern, CA Branch Office
800-365-9180 ext. 0
AFES-WildomarBranch@americanfidelity.com



Watch a Tutorial
americanfidelity.com/howtoenroll