



HR News

Aurora Public Schools Open Enrollment

Featured Articles:

Open Enrollment	1	This year's open enrollment period begins on Sunday, May 1, 2018 and will close at 9:59 P.M. May 31st 2018. The open enrollment period allows employees to:
Enrollment Fairs	1	<u>ALL EMPLOYEES are required to elect benefits coverage via the Marketplace. Failure to elect benefits will result in the loss of coverage on 6/30/2018.</u>
2018-19 Benefit Plan Offerings	2	This includes employees that are not returning to APS next school year. You must enroll in benefits if you want coverage from 7/1/2018 through the end of your contract
Benefits Eligibility	3	Premiums will be deducted with the 2017-18 rates through the May payroll. Coverage and rates under the new plan year will begin July 1, 2018 with the first new premium deducted from the June 30 payroll.
Common Law Spouses, Domestic Partners and Civil Unions	3	
Dependent Coverage	4	
Premium Payment Option	4	

Aurora Public Schools Open Enrollment Fairs

Beneficiary Information	4	Thursday May 15, 2018	
Women's Health and Cancer Rights Act of 1998	4	4:00pm-7:00pm	
HIPPA Privacy Reminder	4	Rangeview High School 17599 E Iliff Ave	No breakout sessions during this event Kaiser will be offering free vital checks at the event
Marketplace Enrollment Instructions	5	Thursday May 17, 2018	
GuidanceResources Mental Health Awareness	6	3:30pm-6:30pm	
Sprint Offer	7	Vista Peak Preparatory	Breakout sessions to include: • Understanding the Plans Kaiser will be offering free vital checks

2018-19 Plan Offerings

Health and Dental Plan Coverages

Rates for Kaiser Permanente and Delta Dental will increase; however, there are no plan design changes for next year.

Click [here](#) for medical plan summaries

Click [here](#) for dental plan summaries

Employees who enroll in a medical plan with a monthly premium that is less than the employer contribution of \$502.08 per month may use the remaining dollars to offset the cost of dental or vision coverage. For those who choose a high deductible plan with a Health Savings Account (HSA), the remaining employer contribution may be applied to the HSA.

Click [here](#) to view the 2018-19 premium rates.



Vision Coverage

This year APS will offer a vision plan provided by EyeMed. This will re-place the United Health Care vision plans previously offered by APS.

Flexible Spending

As an employee of APS, a portion of your before taxes salary may be with-held to reimburse medical, dental, and vision, and/or dependent care expenses incurred during the plan year.

CIGNA Supplemental Coverage

In addition to employer-paid products, employees can elect voluntary life, critical illness and accident insurance coverage.

Health Savings Account

APS will offer a Health Savings Account (HSA) through HSA Bank. Employees who select a High Deductible Health Plan (HDHP) are eligible to participate in an HSA account

Benefits Eligibility

The following APS employees are eligible to enroll in APS medical, dental and/or vision insurance for the 2018-2019 plan year during open enrollment as further described on the APS Benefits website:

- Contracted salaried employees who are contracted for 20 (or more) hours per week for the 2018-2019 school year;
- Contracted hourly employees who are expected to work 20 (or more) hours per week during the 2018-2019 school year; and,
- Employees (including those on an agreement for services (“AFS”) and non-contracted hourly employees) who worked an average of 30 (or more) hours per week for APS during the period April 16, 2017, through April 15, 2018 (excluding certain break periods), who we refer to as “ACA-eligible full-time employees.”

If you believe that you are an ACA-eligible full-time employee but you were not notified of your eligibility to enroll, please email a request for a review of your status to BenefitsHR@aps.k12.co.us, prior to May 11, 2018. Determinations of ACA-eligible full-time employee status will be made consistent with the Affordable Care Act’s lookback measurement method. Since open enrollment ends on May 31, 2018, please make your request as early as possible so that we have sufficient time to review your status, and you have sufficient time to consider your enrollment decisions.

Rates and the amounts of employer contributions are posted on the APS Benefits website. Employees contracted between 20 to 30 hours per week will continue to be offered health insurance at a pro-rated rate.

Common Law Spouses, Domestic Partners and Civil Unions

Medical, dental and/or vision coverage is available for an APS employee’s common law spouse. An affidavit of common law marriage is required to enroll a common law spouse in a medical, dental and/or vision plan.

Medical, dental and/or vision coverage is also available to an APS employee’s domestic partner or partner in a civil union, and such partner’s dependent children. An affidavit certifying the existence of the domestic partnership or a civil union license is required to enroll a domestic partner or partner in a civil union (or such partner’s dependent children) in a medical, dental and/or vision plan.

Pursuant to IRS regulations, if an APS employee’s domestic partner or partner in a civil union, or such partner’s dependent children, are enrolled in a medical, dental and/or vision plan:

The employee’s portion of the premium will be deducted pre-tax (unless after-tax is elected), and the portion of the premium attributable to the domestic partner, partner in a civil union, and/or the partner’s dependent children will be deducted after-tax, unless the covered individual is the APS employee’s dependent as described in Internal Revenue Code Section 105(b).



Dependent Coverage

Dependent coverage is available through the month the dependent becomes 26 years of age. Dependent coverage may include an employee’s unmarried and/or married child(ren) under the age of 26. Dependent students attending school out of state who are enrolled in a Kaiser Permanente plan are covered by the Out of Area Student benefit.

Premium Payment Option

All premium payments for medical, dental and/or vision insurance are paid with pre-tax dollars. Employees considering retirement in the next three years may wish to have these premiums paid with after-tax dollars to maximize your Highest Salary Average (HAS) with PERA. Employees interested in paying these insurance premiums with after-tax dollars may do so by making this designation during the benefits elections process. Please contact PERA if you have any questions regarding this matter.

Beneficiary Information

During this year’s Open Enrollment, all employees will have the opportunity to update their beneficiary information for both the employer paid coverages and supplemental plans purchased by the employee. These plans are administered by CIGNA. Please [click here](#) for the plan summaries.

Women’s Health and Cancer Rights Act of 1998

As required by the Women’s Health and Cancer Rights Act of 1998, APS’ healthcare plans provide benefits for mastectomy-related services, including all stages of reconstruction and surgery to achieve symmetry between the breasts, prostheses, and complications resulting from a mastectomy, including lymphedema. For additional information, please contact Kaiser Permanente.

HIPPA Privacy Reminder

Aurora Public Schools is committed to the privacy of your health information. The APS benefits vendors use strict privacy standards to protect your health information from unauthorized use or disclo-



Marketplace Enrollment Instructions

When you log in to Marketplace, a short video will teach you exactly how to navigate through the enrollment process. After enrollment, the Marketplace is your first stop when you want more information about your benefits.

To log in, please do the following:

- Go to <https://login.gallaghermarketplace.com>
- Username: APS + First Initial + Last Initial + DOB (MMDDYYYY)
- Password: Last Four of SSN + 4-Digit Year DOB
- Upon log in, you will be prompted to change your password

*If you have previously created a password, your password has been reset. Please follow these instructions to create a new password.

Example log in for Jane Smith with a birth date of January 12, 1973 and a SSN of 123-45-6789

Username: APSjs01121973

Password: 67891973

If you have any technical questions, contact Technical Support at 855-376-7991 or Gallaghermarketplace-help@liazon.com Monday through Friday, 6am – 6pm (MST).

For the best experience, when you visit the Marketplace, use the latest Mozilla FireFox web browser. The Marketplace is also compatible with FireFox 19+, Internet Explorer 9.0+, Opera 11+, Chrome 25+, and Safari 5.1+ browsers. Use a screen resolution of 1024x768 or greater. Enable cookies and JavaScript for full functionality.

GuidanceResources– Mental Health Awareness

GuidanceResources®



**May: Mental Health
Awareness Month**

May is Mental Health Awareness Month. For 2018, the theme of the month is Whole Body Mental Health, with a focus on understanding how our bodies impact our mental health based on recent research. Increasingly what the research is finding is that, from food to fitness to gut flora, the elements that make up personal wellness also affect mental wellness.

When we fail to be mindful of our health as a whole, stress, anxiety and even the day-to-day pressures of life can build into something bigger. In fact, about half of all Americans will meet the criteria for a diagnosable mental health disorder at some point in their lives. Intervening effectively during the early stages of mental illness can improve the future of those dealing with mental illnesses.

By taking away the stigma and removing the barriers to treatment, Mental Health Awareness Month serves as a reminder that help is readily available and accessible.

An easy way to determine whether you or someone you know is experiencing symptoms of a mental health condition is to take a mental health screening. The Mental Health America website, at www.mhascreening.org, offers free screenings for depression, anxiety, bipolar disorder or post-traumatic stress disorder.

You also can contact your GuidanceResources® program. We're here 24 hours a day, seven days a week to speak confidentially with you about counseling or offer other resources about mental health care. This service is provided by your employer to you and your household members at no cost.

Here when you need us.

Call: 888-628-4809

TDD: 800.697.0353

Online: guidanceresources.com

App: GuidanceResources® Now

Web ID: GALLAGHER

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