MEMORANDUM

To: Montgomery County Public Schools Retirees

From: Richard C. Johnstone, Director
Benefits Strategy and Vendor Relations

Subject: Retiree Benefits Open Enrollment

Montgomery County Public Schools (MCPS) will conduct the annual Retiree Benefits Open Enrollment Monday, October 10, 2016, through Friday, November 4, 2016. During Open Enrollment, MCPS retirees will have an opportunity to make changes to their medical, dental, vision, and prescription plans; drop coverage; or, under certain circumstances, add coverage that was previously dropped. All changes made during this period become effective January 1, 2017.

It is important to understand your benefit choices and make sure you take any necessary action to take advantage of the options available to you. Your benefit plan year begins January 1, 2017. Please read this memorandum carefully. You also should acquaint yourself with the benefit offerings by reading the attached 2017 Retiree Benefit Summary.

2017 Highlights—for Retirees Not Yet Eligible for Medicare

- **A tobacco-use attestation requirement.** As part of the Wellness Initiatives program*, if you are a non-Medicare-eligible retiree who is covered by an MCPS medical insurance plan with CareFirst, Cigna, or Kaiser Permanente, you must attest to whether or not you will be tobacco free throughout 2016. To make your attestation, during Open Enrollment visit www.montgomeryschoolsmd.org/departments/ersc/ and click on Tobacco attestation, which you will find under Retirees/Most Requested. Complete and submit the online form.

If you attest to having used tobacco in 2016 or do not attest to being tobacco free in 2016, your contribution to your health insurance (medical, prescription, dental, and vision plans) will include a 3 percent surcharge on the total cost of the health insurance, effective January 1, 2017. Plan participants who falsely attest to being tobacco free in 2016 will be assessed a $2,500 penalty.

- **A new rate structure.** If you are a non-Medicare-eligible retiree, your 2017 benefit rates will be based on the benefit plan(s) you elect and, as a result of the Wellness Initiatives program*, on whether or not you:
  - Completed a biometric health screening between October 12, 2015, and October 7, 2016;
  - Completed your medical plan’s online health risk assessment between October 12, 2015, and October 7, 2016;
  - Use tobacco in 2016; and
Make your tobacco-use attestation online during the fall 2016 Open Enrollment.

Rate charts that detail the monthly cost of benefits at each cost sharing arrangement while factoring in Wellness Initiatives credits or charges are available online at: www.montgomeryschoolsmd.org/departments/ersc/retirees/benefits/.

*MCPS will NOT receive the results of your biometric health screening or health risk assessment. Your insurance company will inform MCPS only as to whether you completed your screening or assessment by the deadline. Likewise, your physician or insurance company will NOT inform MCPS as to whether or not you use tobacco.*

**Retiree Benefit Plan Open Enrollment**
If you wish to make changes to any component of your benefit plan(s) during the annual retiree Open Enrollment (October 10–November 4, 2016), the Employee and Retiree Service Center (ERSC) must receive your changes by the close of business on Friday, November 4, 2016.

Please read the 2017 Retiree Benefit Summary carefully to ensure you understand plan offerings and premium costs for the 2017 plan year.

If you are not yet eligible for Medicare and do not wish to make any changes to your benefits, you will still need to attest to your 2016 tobacco-use status. No action is required if you are eligible for Medicare and do not wish to make a change. Your current level of coverage will continue.

All changes will be effective January 1, 2017. If you make a change, you will receive a written confirmation of the change. Please review the confirmation upon receipt so any errors may be corrected promptly. Confirmations will be mailed twice weekly.

**Unbundling Your Benefit Plan**
You are given the option to enroll in the full benefit package that includes medical, dental, vision, and prescription drug coverage or choose only those specific components that meet your individual needs. For example, if you have medical insurance through another source and only require prescription coverage, you may choose prescription coverage only. If you cancel any component of coverage, you may reenroll during a future retiree Open Enrollment with documented proof that you have had other coverage for the 12 months prior to reenrolling in the MCPS benefit plan. You and your eligible dependents must be enrolled in the same benefit plan components.

Please note that if you previously canceled coverage, reenrollment will be permitted only if that coverage was canceled on or after July 1, 1998, and with documentation of coverage for the 12 months immediately preceding reenrollment with MCPS.

If you enroll in the Kaiser Permanente HMO, you also must select Kaiser’s prescription coverage. Kaiser does not permit enrollment for prescription coverage without medical coverage for this benefit group, and the CVS/Caremark prescription plan is not available to Kaiser members.
Open Enrollment Benefit Fairs
Representatives from the health plans and ERSC will be available to answer questions during the following Open Enrollment Benefit Fairs:

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<thead>
<tr>
<th>Benefit Fair Date/Time</th>
<th>Locations</th>
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<tr>
<td>Tuesday, October 11, 2016 3:00–5:30 p.m.</td>
<td>Café 45 (lower level) 45 West Gude Drive Rockville, MD 20850</td>
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<tr>
<td>Thursday, October 20, 2016 3:00–5:30 p.m.</td>
<td>Sherwood High School Cafeteria 300 Olney-Sandy Spring Road Sandy Spring, MD 20860</td>
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<tr>
<td>Wednesday, October 26, 2016 3:00–5:30 p.m.</td>
<td>Carver Educational Services Center Auditorium 850 Hungerford Drive Rockville, MD 20850</td>
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<tr>
<td>Wednesday, November 2, 2016 3:00–5:30 p.m.</td>
<td>Northwood High School Cafeteria 919 University Blvd., West Silver Spring, MD 20901</td>
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The 2017 Retiree Benefit Summary includes health plan comparison charts, premium rate charts, and MCPS Form 455-22, Retiree Benefit Plan Enrollment. These materials also are available on the ERSC website. Retirees may make benefit plan changes between Monday, October 10, 2016, and Friday, November 4, 2016.

ERSC staff members are available to assist you from 8:00 a.m.–4:15 p.m., Monday through Friday, at 301-517-8100, or via e-mail at ERSC@mcpsmd.org.

RCJ: mjw
Attachment
Copy to:
Mrs. DeGraba

Approved: Andrew M. Zuckerman, Chief Operating Officer