



Date: March 24, 2023

To: Brookville Center for Children's Services Eligible Employees

From: Stanford J. Perry, Chief Executive Officer

Re: Open Enrollment for Medical/Dental/Vision/ FSA Coverage effective May 1, 2023

We are very pleased to share that we have renewed our employee health insurance for the next plan year with no changes for another year. We will remain with *Empire Blue Cross Blue Shield* for our medical plan and *Cigna* for our dental plan with ***no changes in benefits or employee contributions***.

Benefit Eligibility: FT employees hired prior to March 1, 2023

- If you choose to remain in the plans in which you are currently enrolled, with no changes, you do not need to do anything, and your insurance coverage will continue as it is.
- If you choose to change plan options, are enrolling for the first time, and/or wish to enroll in the FSA for the next year, you must *submit required forms no later than April 7, 2023*.

We encourage you to view a brief video outlining our plan options by clicking [BCCS Benefits Review 2023 — Pilot|RB \(pilotrb.com\)](#) and entering the password "AHRCbrookville23" to learn more.

As always, Human Resources, Empire and Pilot Benefits are available to answer your questions. For assistance please contact the Benefits Dept. @ (516) 293-1111 extension(s) 5137 or 5138, Empire 1-844-995-1736 or CoPilot 1-800-794-1215. If you need additional assistance and would like to schedule a private appointment, simply click <https://calendly.com/ahrc2023/oe?month=2023-03> and select any available appointment.

The new plan year for **Flexible Spending** and **Dependent Care** will begin on May 1, 2023. If you want to participate in the plan for the next year, you must select a new election amount for 2023, even if you are enrolled for the current year, by completing a new enrollment form. To learn more, please view a brief video on the FSA and DCAP Plans [AHRC-FSA-2023-2024 — Pilot|RB \(pilotrb.com\)](#) and enter the password "AHRCFSA2023".

***Please note: All forms must be submitted by April 7, 2023**, to ensure that your selections are processed in time for the May 1, 2023 effective date. Enrollment forms, information on plan options, and employee contribution rates are available on both the UKG Pro App in the News & Info Section and the UltiPro website by clicking: Myself - My Company - News and Info.

Please submit the following enrollment forms to:

- Medical and Flexible Spending Forms: Kristen Danzi at kdanzi@ahrc.org
- Dental and Vision Forms: Pavleen Bassi at pbassi@ahrc.org

The agency is pleased to continue to offer employees a rich and highly valuable benefits package. We encourage you to take time to consider the health plan option that best suit your needs and to take advantage of the many other valuable benefits and wellness incentives available.

Thank you for your continued dedication to our mission and to the people we support.