

TOWN OF WINCHESTER
MIDDLESEX COUNTY, MASSACHUSETTS



MEMORANDUM

TO: All Non-Medicare Retirees
FROM: Michelle A. Vibert, Human Resources Director
DATE: May 5, 2020
RE: Benefits Open Enrollment – Monday, May 11 through Friday, May 22nd

The Town of Winchester's **annual insurance open enrollment period** will run from **Monday, May 11, 2020 through Friday, May 22, 2020**. Except for certain restricted instances, changes to your insurance plan may only be transacted annually during this time. You should, therefore, review your present health care needs to determine if changes are warranted. **All new enrollments and benefit changes will become effective on July 1, 2020.**

Effective July 1, 2020, the Harvard Pilgrim HMO and PPO plan rates will increase by 6.4%. The monthly retiree rates for these plans are as follows:

| | | | |
|---|-----------------------------|----------------------------|--------------------------|
| Harvard Pilgrim HMO | Individual: \$222.24 | Ind + One: \$444.47 | Family: \$600.03 |
| Harvard Pilgrim HMO Focus <i>(NEW PLAN OFFERED)</i> | Individual: \$212.67 | Ind + One: \$425.34 | Family: \$574.20 |
| Harvard Pilgrim PPO | Individual: \$561.01 | | Family: \$1514.70 |

How to enroll or make changes to your benefits:

If you are a new enrollee:

Please contact Ellen Howard via email at ehoward@winchester.us or via phone by calling 781-721-7116. You will need to fill out an enrollment form for all benefits you will be enrolling in and mail in all forms. Ellen can assist you with this process.

If you are currently enrolled in benefits and are making a plan change:

Please contact Ellen Howard via email at ehoward@winchester.us and list the changes that you would like to make to your benefits. *(Please do not email social security numbers or birth dates. If you are adding a dependent and you need to include this information, notify Ellen directly and she can assist you with this over the phone).*

Representatives from Harvard Pilgrim Health Care and Delta Dental will be available via phone on Wednesday, May 13th to provide information on your benefits and to assist with new enrollments. Please use the information below to contact them directly during their one hour slot:

Questions for Harvard Pilgrim

- **Option 1: Call the customer service department** at 1-888-333-4742.
- **Option 2: Contact Michael Hurley via WebEx on 5/13/20 from 10:00 AM – 11:00 AM**
When it's time, type the link below into your Internet browser before you connect to the audio. You will select an audio connection in the WebEx meeting window.
 - **Join by computer:**
<https://hphc.webex.com/webappng/sites/hphc/meeting/download/57381c7881094e8786425eb8badef961?siteurl=hphc&MTID=mcbbdafbe27c694c6467e4ba87cf7d719>
 - **Join by phone:**
[+1-415-655-0001](tel:+14156550001) US Toll
Meeting number (access code): 618 727 627
Meeting password: RKrPztKU432

Questions for Delta Dental:

- **Option 1: Call the customer service department** at 1-800-872-0500, Monday through Thursday 8:30 AM to 8:00 PM and Friday 8:30 AM to 4:30 PM.
- **Option 2: Contact Lauralie Wallace via WebEx on 5/13/20 from 1:00 PM – 2:00 PM**
When it's time, type the link below into your Internet browser before you connect to the audio. You will select an audio connection in the WebEx meeting window.
 - **Join by computer:**
<https://dentaquest.webex.com/webappng/sites/dentaquest/meeting/info/160410260163573546?MTID=mfc85eaaf7804d8936121ddbe11f1e5c8>
 - **Join by phone:**
[1-408-792-6300](tel:14087926300) Call-in toll number (US/Canada)
Meeting number (access code): 796 621 001

Included with this memo, you will find the following two notifications that the Town is required to provide by law:

- Notice of Creditable Coverage
- Notice of Eligibility for Premium Assistance under Medicaid or the Children's Health Insurance Program

If you have any questions regarding this information or any of the attached materials, please feel free to contact my office at (781) 721-7157. We will also be happy to assist you with any enrollment changes up until Friday, May 22, 2020.