

From: [HR-Open Enrollment](#)
To: [HR-Open Enrollment](#)
Subject: Open Enrollment Ends This Friday October 29, 2021!
Date: Wednesday, October 27, 2021 5:55:10 PM

Please distribute -----

Open Enrollment ends this Friday, October 29, 2021!

There are only a few days left for 2022 Open Enrollment. If you miss the Open Enrollment deadline and you wanted to make changes to your benefits or enroll/re-enroll in Flexible Spending or Dependent Care Assistance, you will have to wait until the next Open Enrollment period. The only exception is if you experience a Qualifying Life Event during the plan year.

Open Enrollment access in eCAPS ends at 11:59 p.m., Friday, October 29, 2021. Employees are advised to submit their changes as soon as possible and to not wait until the last minute.

Important information for current Retired Annuitants

Retired annuitants who are retirees of the City of Sacramento and eligible for retiree health benefits, do not submit their Open Enrollment changes via eCAPS. Retirees must complete a [Retiree Open Enrollment form](#).

2022 FLEXIBLE SPENDING ACCOUNTS

Benefit-eligible employees with Flexible Spending Accounts (FSA and/or DCAP) must access eCAPS to enroll in FSA/DCAP for 2022 if you want to continue to contribute to these benefits. If you elected FSA or Dependent Care Assistance for 2021, your election will NOT automatically roll over to 2022. You must re-elect these benefits each year if you want to participate.

HEALTH SAVINGS ACCOUNT (HSA) ELECTIONS

HSA elections will roll to 2022 if you remain enrolled in the same ABHP plan for 2022. Individuals aged 55+ can contribute an additional \$1,000 per year.

DEADLINE TO SUBMIT DOCUMENTS FOR NEWLY WAIVING MEDICAL OR ADDING NEW DEPENDENTS

Proof of other *group* medical coverage is required if you are newly waiving City medical insurance for 2022. The purchase of medical insurance through Covered California is not *group* coverage. Proof of dependent eligibility is required if you are adding new dependents to coverage for 2022 or if we do not have a copy of your proof documentation on file.

- All proof must be submitted to Benefit Services, 915 I Street, HCH, Plaza Level, on or before November 12, 2021, at 5:00 p.m. Secure drop box is available outside the doors of the Benefit Services office.
- If proof is not received for newly waiving medical insurance, you will be automatically

enrolled in the Sutter Health Plus \$40 HMO employee-only plan for 2022.

- If proof of dependent eligibility is not received for newly added dependents, the dependent cannot be enrolled on a City health plan.
- Refer to the [Acceptable Documents for Qualifying Life Events and Benefit Changes](#) for more detailed information about proof documentation requirements.

QUESTIONS

[Book](#) a one-on-one session with Benefit Services

[Email](#) Benefit Services

[Contact](#) your assigned Benefit Services team member

[Read](#) the 2022 Employee Benefits Handbook

[Benefit Services Division](#)

Department of Human Resources

915 I Street, HCH, Plaza Level

Phone: 916-808-5665

[Team Member Assignments by Department](#)

2022 Open Enrollment is October 4-29, 2021! Remember all changes for the 2022 plan year must be completed by the close of Open Enrollment.