

HEALTH BENEFITS E-NEWS

*Department of Human Resource
Management
Office of Health Benefits*

April 5, 2013

New Health Plan and Premium Reward BES Codes

New codes will be added to BES for the new plan year beginning in July, as announced at the Richmond meeting on March 27. There are four new health plan codes (shown in red in the attached chart) and a new premium reward indicator that will be entered electronically by the Office of Health Benefits.

In addition, BES will calculate the premium and report it in three parts: Participant amount (paid by an employee or retiree), State amount and Reward amount. The sum of the three will be the total standard premium based on the participant's status, plan, membership and reward indicator. BES will display the three premium amounts on the PSB 305 screen, on the BES turnaround document and on the monthly BES Enrollment Report. This is the report that includes all eligible participants by agency/group and their elections for health care coverage and flexible spending accounts.

The BES Enrollment Report for July 1 will be available in your agency's HuRMan folder on July 3 and may be used to set up non-CIPPS agency payroll deductions. The Department of Accounts will receive the July 1 elections for CIPPS on July 2.

If you have questions, please send them to Brenda Farrish at ohb@dhrm.virginia.gov.

Reminder on Leave Policy Regarding Employee Meetings

Major health benefits changes will take effect on July 1, 2013, giving employees the opportunity to choose new options and tools during Open Enrollment. Effective employee outreach, education, and communication are especially important this year. For that reason DHRM will be hosting 16 [employee Open Enrollment meetings](#) across the state between April 23 and May 10. Please encourage your employees to attend a meeting.

Employees are **not** required to use personal leave to attend this work-related meeting. Employees should request approval to attend a meeting in accordance with internal agency policy in order to ensure that agency operations and services will have sufficient coverage.