



To: SMMUSD Active Employees
From: Mark Kelly, Assistant Superintendent, Human Resources
Subject: 2023 SISC Benefits Open Enrollment
Date: October 10, 2022

Open Enrollment for benefit-eligible Santa Monica-Malibu Unified School District employees will begin soon. We are moving to a new provider, Self-Insured Schools of California (SISC), and are collaborating with American Fidelity, the District's Section 125 provider, to offer you a web-based enrollment system that will streamline your benefits selection. This system will be available to enroll or make changes to all health and welfare benefits (medical, dental and vision).

Open Enrollment begins on October 31, 2022 and runs through December 2, 2022.

Important: All benefit-eligible employees who are currently enrolled in a District-sponsored medical plan must select a medical plan during the Open Enrollment period.

Employees currently enrolled in District-sponsored dental and/or vision plans may make changes during Open Enrollment. If you do not make changes, your dental and vision plans will remain unchanged.

To enroll in medical benefits all employees are required to meet with an American Fidelity benefit counselor to do the online enrollment process. During your one-on-one appointment, American Fidelity will review the following:

- Introduce and walk you through completing your benefits election online.
- Review medical plan options, dental and vision plan changes, and review preliminary rates as well as all other health and welfare options.
- Verify your personal records for yourself and any eligible dependents listed on your coverage, including name(s), address, birthdate(s), social security number(s), and eligibility. **Supporting documents are required for spouse, dependent children. Please see attached list of required documents.**
- As a reminder, Section 125 is an employer-sponsored plan that allows you to set aside pre-tax funds for qualified medical, dental, and vision expenses. Additionally, you are eligible to set aside pre-tax funds for dependent care expenses. If currently enrolled, you must re-enroll during your appointment.
- Review any additional voluntary coverages that may be of benefit to you and your family. *There is no obligation to enroll in additional voluntary coverage from American Fidelity.*

Employees may schedule appointments online at:

<https://enroll.americanfidelity.com/32B8A4ED>

Appointments may also be scheduled by calling American Fidelity at 1-800-365-9180, ext. 0

We understand that some employees will not have the documents needed at this time. We strongly suggest that you order any documents you may need today as it could take about 3-4 weeks to process and receive your requested items(s). Please understand that the documents indicated on the attached list are required to prove eligibility for coverage.

The following websites can help you find the documents required or answer questions in obtaining vital records you may need:

www.vitalchek.com

<https://www.sos.ca.gov/registries/domestic-partners-registry>

www.usbirthcertificate.net

If you have additional questions about the plan designs for our medical/dental/vision coverage, please contact SMMUSD Benefits Technician, Anthony Walker at siscbenefits@smmusd.org. or at 310-450-8338 ext. 70277.

Additional information and forms are available in the Human Resources section of the District's website.