Annual Benefits Enrollment Checklist

Dates: September 28–October 23, 2020
For: Benefits Changes Starting January 1, 2021

Prepare
☐ Check your current benefits enrollments at my.wisc.edu (click Benefit Information).
☐ Attend the Benefits 2021: What you need to know presentation or watch the recorded session.
☐ Review the 2021 Annual Benefits Enrollment website provided by the University of Wisconsin System.
☐ Make sure your providers will be in network next year (health/dental/vision).
☐ Visit ALEX, your personalized virtual benefits counselor.

Decide
☐ You must enroll every year if you want to start or continue these benefits:
  ☐ Health Insurance Opt-Out Incentive*
  ☐ Health Savings Account (HSA) *
  ☐ Limited Purposed Flexible Spending Account (LPFSA)*
  ☐ Health Care Flexible Spending Account (Health FSA)**
  ☐ Dependent Day Care Flexible Spending Account (Dependent FSA)**

☐ Supplemental vision coverage will be through Delta Vision next year, not VSP.
  ☐ You are able to newly enroll, change, or cancel supplemental vision coverage.
  ☐ If you already have VSP coverage, it will end on 12/31/2020 and you will be automatically enrolled in coverage through Delta Vision, unless you cancel your coverage for 2021.

☐ You can enroll, change, or cancel:
  ☐ State Group Health Insurance with or without Uniform Dental (preventive dental)
  ☐ Preventive Dental (stand-alone plan available to those not enrolled in State Group Health)
  ☐ Supplemental Dental (major/restorative dental coverage only)
  ☐ Supplemental Vision through Delta Vision
  ☐ Accident Plan through Securian
  ☐ Accidental Death & Dismemberment (AD&D) Insurance

☐ If you already have Individual & Family Life Insurance, you can increase your coverage. The Annual Benefits Enrollment period doesn’t offer a new enrollment opportunity for life insurance.

Act
☐ Choose your 2021 benefits at my.wisc.edu (click Benefit Information).
☐ You must save and then submit all 2021 benefits by 4:30 pm on October 23, 2020.
☐ You will get an email within 24-48 hours after you submit your benefits choices. The email will tell you how to find your Confirmation Statement for benefits starting on January 1, 2021. Make sure your Confirmation Statement is correct. Contact the human resources office in your school, college, or division with questions.

* Only available to employees eligible for Wisconsin Retirement System (WRS) benefits
** Not available to employees in non-service appointments (Fellows, Scholars, Graduate Interns/Trainees, and Post-Doctoral Fellows/Trainees)