



# 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](http://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 Purpose 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](http://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)