

2021-22 Benefits Enrollment



To: All Benefit Eligible Employees

Re: October 1, 2021-22 Benefits Enrollment

At Concepts in Community Living, we know how important it is to have comprehensive, affordable health benefits. That's why we offer competitive plans that can provide protection, peace of mind, and savings.

It's time for you to begin thinking about your 2021 benefits choices. Concepts in Community Living conducts an annual open enrollment period during which benefits-eligible employees can enroll in, or make changes to, their benefits. Open enrollment for the 2021 plan year **will end on September 10th**.

What is changing this year?

- **Cigna/NY Life Voluntary Life:** All Employees and Spouses may enroll up to the Guaranteed Issue Amount with NO health questions!

Where to Find More Information

More information about our benefits plans can be found within your 2021-22 Benefits Guide. You will also have access to a recorded presentation and a mobile app with all your benefits – coming soon!

Action Required! What do I need to do before September 10th?

Review your 2021 Benefits Guide to help you navigate through the process and make the best choices for you and your family. It's important to take time to review your current benefits and determine whether they still meet the needs of you and your family or if you are interested in evaluating other options for next year.

- ✓ **(Required) [2021-22 UniversalEnroll-WaiveForm](#):** All employees must complete this form by September 10th
- ✓ **(Optional) [PacificSourceAdministratorsFSAElectionForm](#):** This form only needs to be completed if you are electing FSA funds for the 2021-22 plan year. If you participate in the FSA, this must be re- elected every year.
- ✓ **(Optional) [Cigna/NY Life Voluntary Life Enrollment](#):** This form only needs to be completed if you are electing additional Voluntary Life insurance.

After open enrollment, you cannot make changes to your coverage during the year unless you experience a change in family status, such as:

- Loss or gain of coverage through your spouse
- Loss of eligibility of a covered dependent
- Death of your covered spouse or child
- Birth or adoption of a child
- Marriage, divorce or legal separation

You have 30 days from a change in family status to make changes to your current coverage.

Questions

If you have questions in the meantime, contact Aery Rasmussen at 503-408-4751 or via e-mail at arasmussen@ccliving.com.