

## Part-Time Faculty Benefit FAQ

- **Who is eligible for medical insurance?** Part-Time Faculty with a current semester minimum assignment of 40% FTE at Palomar College or across multiple California Community Colleges.
- **If I meet the 40% FTE between Palomar College and another California Community College, do I have to provide proof of a current semester assignment with another California Community College?** Yes, send a copy of your current semester assignment showing the FTE to [Benefits@palomar.edu](mailto:Benefits@palomar.edu)
- **Can I keep my current medical plan and add Palomar's medical plan?** No, dual coverage is not permitted. A part-time faculty member can be eligible for insurance from another employer, but they can't continue with that coverage once they're covered at Palomar College. Article 9, Section 87864 states, "A part-time faculty member, multidistrict part-time faculty member, or their dependents whose premiums for health insurance are paid by an employer other than a community college district are not eligible to participate in the program established pursuant to this article."
- **Can I add my family to my medical plans?** Yes, spouse/domestic partner and dependent children, adopted children and children of whom you have legal guardianship are eligible.
- **How do I enroll my family?** Fill out and submit an enrollment form and send a copy of the following to [Benefits@palomar.edu](mailto:Benefits@palomar.edu)
  - **Spouse/Domestic Partner:** copy of marriage certificate or domestic partner state certificate and a copy of first page of most recent tax return (for married only)
  - **Dependent children:** copy of birth certificate
- **Will I receive confirmation of my medical enrollment?** The Adobe Signs receipt sent to your email is confirmation of your enrollment. When necessary, the Benefits office will reach out to you directly.
- **When can I expect to receive medical ID cards?** Our benefits office will submit completed enrollments within 5 days of receiving. You can expect medical ID cards to arrive via US mail within 14 business days after your enrollment has been sent to the carrier.
- **How do I reach Kaiser or Anthem? How do I find a chiropractor?**
  - **Kaiser:** (800)464-4000 **Set up an account at:** [kp.org](http://kp.org)
  - **Anthem:** (800)825-5541 [anthem.com/ca/sisc](http://anthem.com/ca/sisc) **24/7 MDLive:** (866)632-2738  
**Phone number while traveling:** (800)810-2583 **Navitus Pharmacy:** (866)333-2757

- ***Chiropractic Services for Kaiser and Anthem:*** American Specialty Health  
Chiropractic (800)678-9133

- ***I enrolled last semester do I need to re-enroll?*** Yes, part-time faculty must re-enroll each semester.
- ***I won't meet eligibility requirements for Spring 2024. What happens to my medical?*** Your medical coverage will end March 31, 2024. Should you meet eligibility requirements in Fall 2024 you may enroll during open enrollment in September 2024. Medical benefits will be effective October 1, 2024.