

## **2021 Retiree Open Enrollment Outline**

- **Early July 2021:** Send a retiree focused Open Enrollment postcard to all retirees
  - No action needed if retiree is not making changes to plans
  - Dates Open Enrollment changes can be made
  - Dates of 2 Retiree focused workshops
  - Benefit Office phone number and Retiree Open Enrollment website address
  - eBenefits phone number and website address
  - Retiree guide available on the Retiree Open Enrollment website or via pre-scheduled pick up from the Benefits Office
- **Late July 2021:** Open Enrollment resources added to Retiree Resource webpage
  - Medical and dental plan summaries
  - Retiree guide
  - Open Enrollment and Workshop dates
  - eBenefits link and phone number
  - Plan changes and additional resources
- **First and second week in August 2021:** Two retiree focused workshops
  - Brief overview of medical and dental plan options
  - Review any changes in coverage
  - eBenefits simplified tutorial and provide contact information for assistance
  - Importance of updating address, email, phone number, and emergency contact information
  - Additional plan resources for Anthem and Kaiser members
  - Anthem EGWP Part D reimbursement