
UNIONIZED SUPPORT STAFF PROVINCIAL STANDARDIZED EXTENDED HEALTH CARE PLAN BULLETIN

TO: DISTRICT BENEFIT ADMINISTRATORS, SECRETARY-TREASURERS AND LOCAL SUPPORT STAFF UNIONS FOR PARTICIPATING MEMBERS OF THE UNIONIZED SUPPORT STAFF PROVINCIAL STANDARDIZED EXTENDED HEALTH CARE PLAN

FROM: MORNEAU SHEPELL

SUBJECT: UNIONIZED SUPPORT STAFF PROVINCIAL STANDARDIZED EXTENDED HEALTH CARE PLAN

DATE: 5/09/2017

You are receiving this bulletin because your local union has opted to participate in the Unionized Support Staff Provincial Standardized Extended Health Care Plan effective September 1, 2017. This bulletin provides information on the following:

- Timeline
- Member memo for distribution – **Action Item**
- Open Enrolment guidelines
- Pacific Blue Cross Information microsite
- Next Steps

Timeline

As outlined in the November 2016 bulletin, the following is the implementation timeline for the Provincial Standardized Extended Health Care Plan for Unionized Support Staff.

✓ November 2016	✓ February 2017	✓ May 2017	September 2017
<ul style="list-style-type: none">• Timeline• Results of voting communicated• Overview of the Provincial Standardized EHC Plan	<ul style="list-style-type: none">• Open enrolment guidelines to be provided• PBC Microsite information update• BlueRx introduction (<i>for those groups not currently using BlueRx</i>)	<ul style="list-style-type: none">• Open enrolment begins• Member memo provided for distribution	<ul style="list-style-type: none">• September 1, 2017 effective date• PBC CARESnet and PEBT.ca updated to reflect new plan• Open enrolment deadline reminder: September 30th

Member memo for Distribution – Action Item

Attached to the email is a memo for both the school district and union local to distribute to members. This memo provides a summary of the Provincial Standardized Extended Health Care Plan, outlines the open enrolment process, provides answers to frequently asked questions and encourages members to visit the PBC microsite.

Please distribute this memo to the members by Friday May 12, 2017.

Open Enrolment Guidelines

As your union local has opted to participate in the Provincial Standardized Extended Health Care Plan, there will be an opportunity for those individuals that have previously waived their extended health care plan to enroll in this plan. **Please note that this only applies to extended health care and does not apply to dental coverage.**

To facilitate this process, open enrolment will begin May 15, 2017 and enrolment forms will need to be completed and submitted by the member to the school district benefits administrator no later than September 30, 2017. School district benefits administrators will submit these forms to Morneau Shepell for instructions and assistance with coordinating enrolment with PBC to ensure Late Applicant rules are not applied. The effective date of coverage for any members opting in during this open enrolment period will be September 1, 2017. If members are responsible for paying for a portion of the extended health plan premium, these will be required from September 1, 2017 onward.

Please note that members who are already enrolled in the extended health care plan are not required to complete an enrolment form. This process is only for those members and/or dependents that are currently not enrolled but would like to join the plan effective September 1, 2017.

If a member and/or dependent chooses to join the plan after the open enrolment period and the reason is not due to loss of coverage under another plan, Late Applicant rules will apply.

Pacific Blue Cross (PBC) Information microsite

As mentioned in the February Bulletin, PBC has developed a website specifically for those groups that are participating in the Provincial Standardized Extended Health Care Plan to provide information regarding the plan design and answers to frequently asked questions. For those groups that do not currently have the BlueRx drug formulary, there is also information about the drug plan and a link to any prior approval forms members may need. Please check out this site at:

www.pac.bluecross.ca/educationsupport

We encourage you to visit this site before your plan effective date to better understand the changes to your Extended Health Care plan.

Next Steps

1. Please distribute the attached memo to members so they are made aware of the open enrolment deadlines, can review the new plan design and read answers to frequently asked questions prior to the plan effective date. Additional information about the Provincial Standardized Extended Health Care Plan can be found on the PBC microsite, as outlined above.

2. School district benefits administrators:

For those members wishing to enroll on to the extended health care plan effective September 1, 2017 as part of the open enrolment, please have the member complete and sign a PEBT enrolment form and then email a copy to your Morneau Shepell consultant. Morneau Shepell will assist you with coordinating enrolment with PBC to ensure Late Applicant rules are not applied.

If you have any questions please contact the School District Administration Team at:

Email: sdadministration@morneaushepell.com

Phone: 604-642-5231

Toll free: 1866-408-6688