

—SPS ALERT—

SPS Alert 160:

Release date: 9/15/2020

2021 OPEN ENROLLMENT IS COMING!

October 19 – November 13, 2020

It's that time of year again and the Employee Benefits Division (EBD) is looking forward to our 2nd successful online event. In keeping with what has become a "virtual year" – Open Enrollment will follow suit. To that end, we are finalizing our preparations for a touch free interaction.

The State of Maryland's Open Enrollment will have an entirely new look, including:

- EBD and our carrier partners are creating a Brainshark type video! This video will be available On Demand and is easily shared with family members before making an election decision
- For all active employees, materials will be available on our website including the Guide; Retirees will receive materials via regular mail. All will be available prior to open enrollment – Stay tuned!
- ABC Open Enrollment Training Sessions will be held between September 28 – October 8 via Google Meet. Look for your invitation to join one of our sessions on September 15th!
- **Satellites Only:** Enrollment forms will be fillable, electronic signatures are acceptable and we will have a secure email box for submission

What can you do to prepare?

- Review SPS Alert 159 released on September 2, 2020 where you'll find important reminders:
 - ABC recertification required by September 30
 - Start and End of Contract Processes
 - Contract renewal dates to assure continuity of eligibility where applicable
 - Contact employees requesting they review and update personal information including home and email addresses to include where those changes should be made; without an email, employees will not receive an auto-generated notice open enrollment has begun
 - **Reminder:** Open Enrollment events do not initiate when a member has an open Life Event – so run your 'Open Events Report' regularly and let's get as many as possible resolved prior to kick-off.

On behalf of the Employee Benefits Division, we are excited about the opportunity to exceed the successes of 2019 and look forward to seeing you all during the training sessions!

Thank you for your partnership and dedication to our valuable employees!
