

Above Dixon, NM



Dixon, NM



Dixon, NM

Thank you Ken Hughes - EMNRD, for the beautiful photo of your piece of New Mexico!



NEW MEXICO  
GENERAL SERVICES DEPARTMENT

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# WELCOME to the new 2019 Open/Switch (O/S) Enrollment website!

<https://www.mybenefitsnm.com/2019OpenSwitchEnrollment.htm>

This year's website has a new look. It was designed with you in mind. All communications, important dates, benefit plan information and tools are in one place making access quick and easy. The website can be accessed from out side of the State's network and is available 24/7. Allow us to take you on a tour....



## WELCOME TO THE 2019 OPEN/SWITCH ENROLLMENT WEBSITE

This is your opportunity to make changes to your benefits by:

- Adding or removing dependents
- Changing or adding benefits
- Enrolling/Re-enrolling in a Flexible Spending Account (FSA) \*\*Annual enrollment into Healthcare or Dependent care is required

Open/Switch (O/S) Enrollment events (live and interactive webinars) start October 2<sup>nd</sup> and run through October 30<sup>th</sup>. A complete schedule of events can be found below.

Enrollment or changes must be completed on-line during Nov. 6<sup>th</sup> through Nov. 20<sup>th</sup>. The required forms will be available during these dates under the Tools and Resources Section below.

LPB Enrollment takes place in October; see your HR for details.

The 2019 health plan has undergone some necessary changes. These changes consist of increase to some Deductibles, Out-Of-Pocket Maximums, Co-pays, and Co-insurances. We strongly suggest employees participate in an event to ensure they are fully informed of the changes. These changes are reflected on the 2019 Benefits Comparison Guide (below).



- Open Enrollment Guidance
- Newsletters
  - September 2018 (State)
  - September 2018 (LPB)
  - August 2018



- OE SCHEDULE
  - State Schedule
  - LPB Schedule
- WEBINAR EVENT ACCESS
- ONLINE ENROLLMENT
  - 11/6/18 thru 11/20/18
- DEDUCTION SCHEDULE
  - FSA - 1/4/19
  - BENEFITS: 1/18/19



- CARRIER PRINTABLE PRESENTATIONS
  - CARRIER SBC'S/PLAN DOCUMENTS
  - RECORDED PRESENTATIONS
- "ERISA CONTACT INFORMATION:"
- (505) 244-6000  
Toll free: (855) 619-1800  
Email: SONM@easipa.com  
Fax: (505) 244-6009  
Monday-Friday  
8:00 AM - 5:00 PM

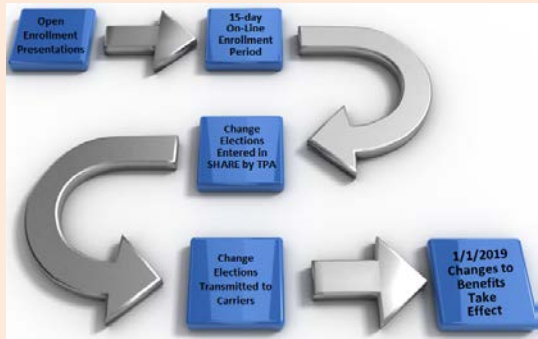


- OPEN ENROLLMENT FORMS
  - Links Coming November 6th
- FAQs
- COMPARISON GUIDE
- RATE SHEET
- EMPLOYEE SELF-SERVICE INSTRUCTION GUIDE
- Calculator for Benefit Premiums
- CARRIER CONTACTS
- Premium Only Plan (POP) Waiver Form
  - POP Waiver Form for State Employees
  - Template for LPBs



- Open Enrollment Guidance
- Newsletters
  - September 2018 (State)
  - September 2018 (LPB)
  - August 2018

The **COMMUNICATION** section stores important information regarding O/S Enrollment that will help guide employees through the enrollment process.



Here you can find the **O/S Enrollment Trifold**. The Tri-fold is a guide that can be printed and taken with you for easy reference. Also stored here are the **EBB Newsletters**; monthly communications that contain enrollment updates and information to help you stay on track. The **COMMUNICATION** section is a good place to start the enrollment process and to refer back to during the Open/Switch Enrollment Season to remain current with processes, dates and changes.

**SCHEDULE**

- OE SCHEDULE
  - [State Schedule](#)
  - [LPB Schedule](#)
- [WEBINAR EVENT ACCESS](#)
- ONLINE ENROLLMENT
  - [11/6/18 thru 11/20/18](#)
- DEDUCTION SCHEDULE
  - [FSA – 1/4/19](#)
  - [BENEFITS: 1/18/19](#)

The **SCHEDULE** section of the website provides dates that are important to your success in the O/S Enrollment Period.

There are two **O/S Enrollment Schedules** showing all events (live presentations and live-interactive webinars) for both SoNM employees and Local Public Body (LPB) employees. The SoNM encourages employee to invite their significant others to attend as well.

The **Webinar Event Access** Link allows the employee to log onto the webinar from any computer anywhere. The presenters for these events are Subject Matter Experts (SME). They are State Account Representatives from the seven (7) benefit programs offered by the State. If an employee is unable to attend a live event, then the interactive webinars are a great alternative as the attendees have the ability to submit questions and receive an immediate answer.

The **Deduction Schedule** reflects the dates that the employee will see the first bi-weekly FSA deduction, as well as any new Benefit premiums\* deducted from their 2019 pay advice.

*\*Premium amounts will change if the employee adds or drops dependents to/from coverage; for example, employee goes from employee only to employee+spouse, or employee/spouse to employee/spouse and child/ren (family), etc.*

**SONM BENEFITS INFORMATION**

- [CARRIER PRINTABLE PRESENTATIONS](#)
- [CARRIER SBC'S/PLAN DOCUMENTS](#)
- [RECORDED PRESENTATIONS](#)

## "ERISA CONTACT INFORMATION:"

(505) 244-6000

Toll free: (855) 618-1800

Email: [SONM@easitpa.com](mailto:SONM@easitpa.com)

Fax: (505) 244-6009

Monday-Friday

8:00 AM – 5:00 PM

The **SoNM BENEFITS INFORMATION** section gives employees easy access to each programs' benefit summary (also referred to as [Benefit Plan Highlights](#), [Summary of Benefits \(SOB\)](#), [Summary of Benefit Coverage \(SBC\)](#)).

The **CARRIER PRESENTATIONS** contain the same information used at the live events, as well as for the interactive webinars. If an employee was unable to attend any of these events, these postings give the opportunity to review this information when convenient. The presentations can also be printed for easy reference or to take home to discuss with employees dependents. Access to audio-recordings of these presentations are also accessible through this link. All questions presented during the interactive webinars will be captured and posted on the **FAQs**, which can be found under the **TOOLS AND RESOURCES** Section of this website.

The **CARRIER SBCs/PLAN DOCUMENTS** contain the benefit Deductibles, Out-of-Pocket Maximums (OOP), Co-pays and Co-insurance amounts associated with services offered through each benefit program. There will be changes to the medical plan only and will be effective January 1, 2019. Go to the **TOOLS AND RESOURCES** section, Comparison Guide to view the these changes that have been highlighted for your convenience.

**WE'D SURE LIKE TO SEE YOUR CREATIVE HALLOWEEN PICTURES! SEND US YOUR CUTE, FUNNY OR SCARY PICTURES, WE WILL PICK ONE AND FEATURE IT IN OUR NOVEMBER NEWSLETTER! THANK YOU AND GOOD LUCK!**

Happy Halloween





## TOOLS AND RESOURCES



- OPEN ENROLLMENT FORMS
  - [Links Coming November 6th](#)
- [FAQs](#)
- [COMPARISON GUIDE](#)
- [RATE SHEET](#)
- [EMPLOYEE SELF-SERVICE INSTRUCTION GUIDE](#)
- [Calculator for Benefit Premiums](#)
- [CARRIER CONTACTS](#)
- Premium Only Plan (POP) Waiver Form
  - [POP Waiver Form for State Employees](#)
  - [Template for LPBs](#)

The **TOOLS AND RESOURCES** section contains a variety of tools and resources to help the employee when making the best decision during O/S Enrollment.

You will find the **ON-LINE ENROLLMENT Forms** that must be used by SoNM employees when enrolling in, or requesting changes to benefits. These **forms** will be active **Nov 6<sup>th</sup> – Nov 20<sup>th</sup>**. **Please remember, any forms received after Nov 20<sup>th</sup>, 11:59 PM WILL NOT BE ACCEPTED.**

The **FAQs** are a compilation of frequently asked questions that are posted for employee reference in order to find answers or direction on how to address their benefit inquiries.

The **Benefits Comparison Guide** and the **Premium Rate Sheet** are quick and convenient references for the employee to check medical benefit costs or premiums specific to employee's salary. (Comparison Guide with highlighted changes posted for your convenience).

Employees can utilize the **Employee Self-Service Instruction Guide** to confirm current coverage as well as obtain any personal data needed to complete enrollment for the employee or their dependent(s), (i.e., SS#, DOB, etc.)

**Calculator** - a useful tool to determine any anticipated bi-weekly deduction(s) needed for medical care, or for a potential premium. Simply make your choices and click "create" to view projected premiums before selecting the benefit.

**Carrier Contacts** lists the carrier, their Group Number, Customer Service

**POP WAIVER FORM** – This form is used by SoNM employees in order to opt-OUT of the Premium Only Plan. (POP is an automatic benefit which allows benefit premiums to be deducted from employee's salary BEFORE taxes are applied.)

**TEMPLATE FOR LPB'S** – is the form used by the Local Public Body (LPB) employees who wish to opt-OUT of the POP benefit.

### DON'T MISS THE UPCOMING 2019 Open/Switch Enrollment Events!

#### Interactive Webinars

Tuesday, October 23<sup>rd</sup>    Tuesday, October 23<sup>rd</sup>  
**9:30 – 11:30**                      **1:30 – 3:30**

#### Live Carrier Presentations

Thursday, October 25<sup>th</sup>    Thursday, October 25<sup>th</sup>  
**9:00 – 11:30**                      **1:00 – 3:30**

Tuesday, October 30<sup>th</sup>    Tuesday, October 30<sup>th</sup>  
**9:00 – 11:30**                      **1:00 – 3:30**

**Don't have time to go to a live O/S Enrollment presentation but don't want to miss out on the opportunity to ask questions or on all the important information regarding benefits and upcoming changes? No problem. You can attend a live Interactive Webinar right from your office or home.**

**Each webinar will consist of full carrier presentations, and the opportunity to type-in your benefit questions and get them answered in real time.**

**The webinars can be viewed individually or as a group.**

**To view a webinar Simply go to:**  
<https://www.mybenefitsnm.com/WebinarEvents.htm>.

**The Best  
6 Doctors...**

*Sunshine  
Air  
Water*

*Exercise  
Rest  
Clean Diet*

**Take Good Care  
Of Yourself!**



## Employee Benefits Bureau Newsletter

### FRIDAYS -SWHC'S WALK-IN FLU SHOT DAY

Flu Season is upon us once again and the Stay Well Health Center (SWHC ) is prepared to get you and your family flu-season ready. Employees and their dependents (2yrs and up) who are covered under a SoNM medical plan can walk in and receive their flu shot anytime on Fridays 8 AM - 5 PM. *Flu shots are always available Mon through Fri with an appointment.*

GSD asks employees to please visit the Health Center for their vaccines. This service is FREE to members and their dependents. Flu shots can either be scheduled with an appointment, received on walk-in Friday Clinics, or the SWHC can set up a Flu Shot Clinic in your Santa Fe office location. Simply call 476.2199 to and set one up today.



**SWHC Hours**  
Mon - Fri  
8 AM to 6 PM  
827.2485



### RODEO ROAD AREA FLU SHOT CLINIC!

The Stay Well Health Center is coming to a location near YOU!

A WALK-IN FLU CLINIC will be held at Human Services Department

**WEDNESDAY, 10/17/2018**      **HSD 1<sup>ST</sup> FL - ASD CONF. RM**  
**9-11:30 AM**                      **1474 RODEO RD. 87505**

Please bring your medical insurance card.

Send us pictures of the part of New Mexico you are from... and we will share them in our Newsletter.

Our state is beautiful and we want all to see your very special piece!

Email your pictures to: [carmella.jasso@state.nm.us](mailto:carmella.jasso@state.nm.us).

We're looking forward to showing off your piece of NM!



"Fried" Rice and Chicken

#### Ingredients:

- 1 Tbsp. vegetable oil
- 1 tsp. garlic, minced
- 1 C chopped fresh tomatoes
- 1 lb. bag frozen mixed vegetables
- 1 Tbsp. lite soy sauce
- 1/2 Tbsp. sesame oil
- 2 C cooked brown rice
- 1 C cooked boneless, skinless chicken breast, diced

#### Instructions:

Use leftovers to make this quick and easy weeknight meal.  
Recipe yields 4 servings. (1 serving = 2 C rice and chicken)

Heat oil in a large wok or sauté pan.

Add garlic and cook over medium heat until soft, but not browned, about 1 minute.

Add tomatoes and continue to cook until they become slightly dry, about 5 min.

Add vegetables and cook until heated through, about 3-5 min.

Add rice and chicken. Toss well and cook until heated through, about 5-7 minutes.

Add soy sauce and sesame oil. Toss to incorporate and serve.

For healthier Fried Rice, try:

- using Tamari sauce instead of soy
- "cauliflower rice" instead of brown
- try a vegan version with no meat
- and for improved flavor, sautéed fresh veggies instead of frozen

Recipe from:

[https://healthyeating.nhlbi.nih.gov/pdfs/KTB\\_Family\\_Cookbook\\_2010.pdf](https://healthyeating.nhlbi.nih.gov/pdfs/KTB_Family_Cookbook_2010.pdf)