



Active Enrollment-2021, EyeMed-
Network Access, and
SHARE bio-graphic entry



Active Enrollment-2021

This year all benefit-eligible employee's will be required to submit either an Enroll/Change Form or No Change Form along with proof of dependency documentation - for all covered dependents.

***Supporting Documentation Required:** If continuing coverage, enrolling new dependents, or making changes to existing coverage.

DEADLINE: October 31, 2021

- Designated Beneficiary for any life insurance coverage for The Hartford, including Basic and/or Supplemental Life.

*Exception: New Hires in 2021 are not required to submit an enrollment form or proof of dependency unless they wish to make changes.



Active Enrollment-2021

Voluntary Benefits

Enrollment Period: Month of December

*Confirm with carrier of choice for specific enrollment and effective dates



Active Enrollment-2021



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Active Enrollment 2021

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During this Open Enrollment, ALL benefit eligible employees must participate by submitting one of two forms, an Enrollment/Change Form or a No Change Form, as well as proof of dependency documentation for any dependent covered under any benefit plan.



Active Enrollment-2021



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Active Enrollment 2021

Fall season at the SoNM means Benefits Enrollment. This year with Active Enrollment- 2021, there will be a few new changes to Open Enrollment. It's important to understand that this year ALL benefit eligible employees must participate by submitting one of two forms, an Enrollment/Change Form, or a No Change Form. Also, all required supporting documentation must accompany submission of EITHER form.

*Exception: New Hires in 2021 are not required to submit proof of dependency.

In addition, it is required that you update your Designated Beneficiary for any life insurance coverage you carry with The Hartford, including Basic and/or Supplemental Life.

• Enrollment Period: October 1, 2021-October 31, 2021

• Changes Effective: January 1, 2022



Live Interactive Webinars
Schedule Sept 7 – 29th



Carrier Presentations
and Materials



Important: supporting
documentation requirements



Enroll here



POP Waiver
Forms for 2022



Active Enrollment FAQ



Active Enrollment-2021

SoNM 2021 Open Enrollment LIVE WEBINARS

Click on time to open registration for each event

September 2021

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
29	30	31	1	2	3	4
5	6	7 <u>WEBINAR</u> 10:00 AM 2:00 PM	8	9 <u>WEBINAR</u> 10:00 AM 2:00 PM	10	11
12	13 <u>WEBINAR</u> 10:00 AM 2:00 PM	14	15 <u>WEBINAR</u> 10:00 AM 2:00 PM	16	17	18
19	20	21 <u>WEBINAR</u> 10:00 AM 2:00 PM	22	23 <u>WEBINAR</u> 10:00 AM 2:00 PM	24	25
26	27 <u>WEBINAR</u> 10:00 AM 2:00 PM	28	29 <u>WEBINAR</u> 10:00 AM 2:00 PM	30		



EyeMed Network Access

Out-of-Network Exception Reimbursement if not able to use In-Network Provider

Request reimbursement for your out of network claim using in-network benefits with one of the following exceptions.

- **Home or Office location you were unable to:**
 1. Locate a participating provider within a 10-mile radius in an urban or suburban area
 2. Locate a participating provider within a 20-mile radius in a rural area
 3. Schedule a visit within two-weeks.



EyeMed Network Access

Exclusions

1. Preference
2. Personal schedule does not permit you to schedule an appointment with an available provider in two-weeks.
3. If you are outside of your home or office location.

Out-of-Network Exception Reimbursement Claim Form:

<https://www.mybenefitsnm.com/BenefitsInformation.html>



SHARE BIO-GRAPHIC ENTRY

- Name

- Should match the Drivers License or Real ID
- Special characters should not be used
 - (-, #, ~, etc.)

- Address

- Complete Address
- Include County
- County and City spelled accurately
- Special characters should not be used (-, #, ~, etc.)
- Should not exceed 30 characters
- **Zip Codes should not contain spaces between the zip code and extension**
 - NO - 87532 1804
 - YES - 87532-1804

E-Mail:

- No extra spaces
- Include the @ symbol
- Accurate Spelling
- Accurate domain



HR-Reminders



Recorded HR Webinars/Trainings

<https://www.mybenefitsnm.com/HRresources.html>



Suggestions

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THANK YOU



Resources

- <https://www.mybenefitsnm.com/ActiveEnrollment.html>
- <https://www.mybenefitsnm.com/BenefitsInformation.html>
- <https://www.mybenefitsnm.com/HRresources.html>