

# HIDALGO COUNTY texas

DEPARTMENT OF BUDGET & MANAGEMENT  
EMPLOYEE BENEFITS DIVISION  
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## 2017 INSURANCE ENROLLMENT NOTICE

Effective January 1, 2017, AETNA will be the county's group health insurance carrier. Blue Cross Blue Shield will continue as the carrier up to December 31, 2016. Correspondingly, the out of pocket premiums for health insurance have changed. Please refer to the Medical Insurance Premium Chart found on the back of this notice.

As customary, payroll will continue deducting health insurance premiums one month in advance. The Voluntary Insurance Carriers and premiums will remain the same. However, the payroll deductions for your voluntary products will also be collected one month in advance.

**The new plan year for insurance coverages will take effect January 1, 2017.  
OPEN (VOLUNTARY) ENROLLMENT will begin November 2, 2016.**

Although the health insurance carrier and premiums are changing for next year, you are not required to attend the enrollment if you wish to keep current insurance coverages for plan year January 1, 2017 thru December 31, 2017. Changes to your Medical or Voluntary Insurance Plans such as dropping, adding, or changing plans for self, dependents, or spouse, will require your attendance to the November Open Enrollment.

**Enclosed you will find a copy of your current insurance plans and payroll deductions. If you wish to continue current plans for year 2017, please confirm by selecting box and sign the enclosed notice, "Insurance Premiums Authorization Form". Form must be returned to your department office by Wednesday, October 19, 2016.**

**NOTE: UNUM DISABILITY**

If you are currently enrolled on a disability plan and receive a letter from **UNUM** advising you of a premium change for plan year 2017, you will need to attend enrollment. If you do not receive a notice and you wish to keep current plan, you will not be required to attend.

Please review the attached schedule for enrollment dates and locations. We are requesting that employees follow the schedule as listed for their precinct/department. No insurance changes will be allowed after the date unless you have a qualifying event or court order mandating coverage for dependents. A qualifying event occurs when a specific circumstance alters your life: birth of a child, marriage or divorce, dependent reaches age 26, death of a dependent, termination or commencement of your spouses' employment, or loss of insurance coverage. Changes related to qualifying events can be made during the plan year; however, changes must be made within 30 days from the date the qualifying event occurred.

Employees wishing to enroll their Dependents/Spouse are required to provide the following documents:

**SPOUSE:**

- Social Security Card, and
- Marriage Certificate or Common Law Certificate (can be obtained at the Hidalgo County Clerk's Office)

**Children:**

- Social Security Card, and
- Natural Born Child: Birth Certificate
- Adopted Child: Legal Adoption Documents
- StepChild: Legal Guardianship or Power of Attorney Document

If you have any questions regarding your current insurance products or the open enrollment please feel free to contact the Employee Benefits Division at (956) 292-7025.