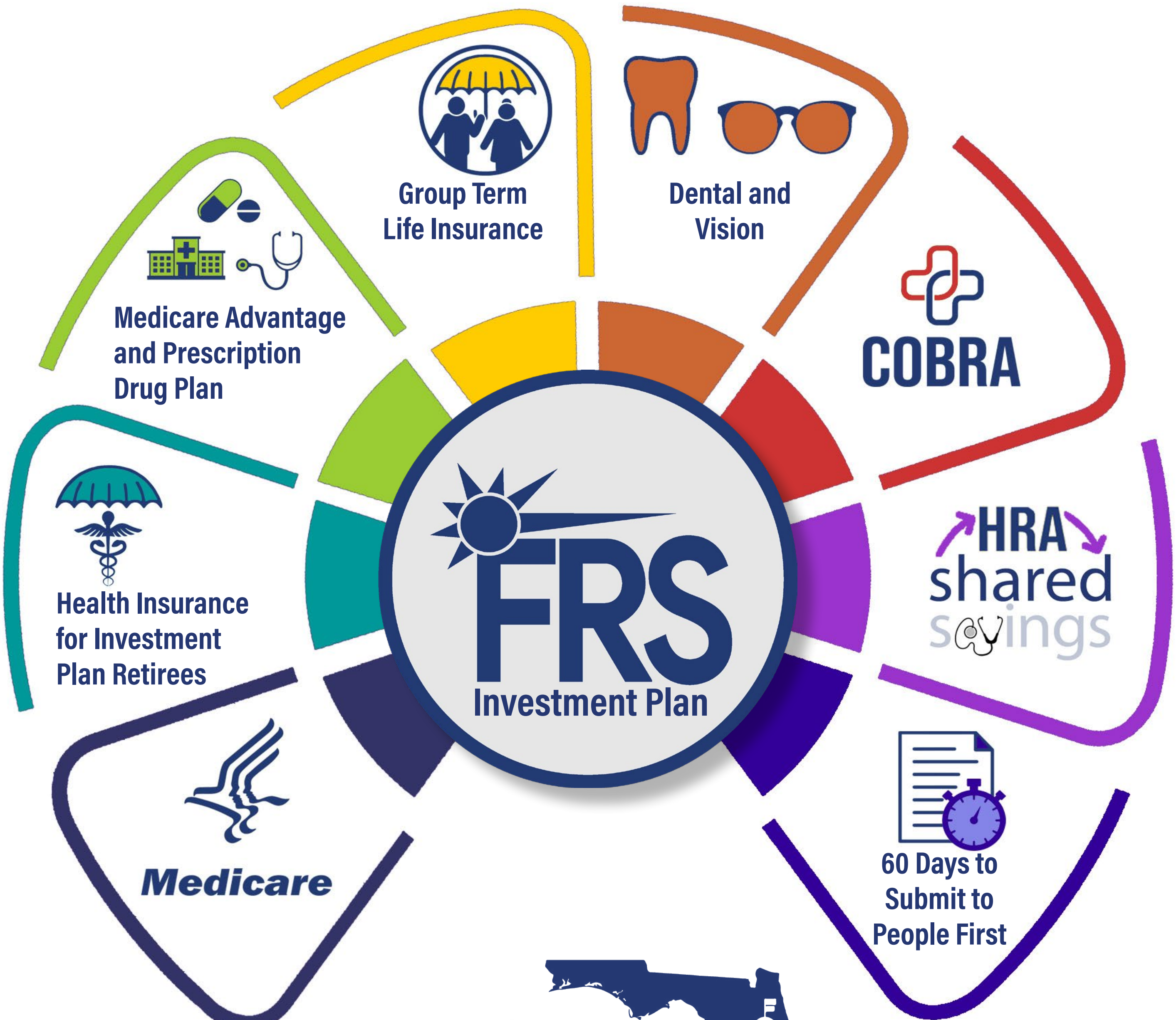
INVESTMENT PLAN RETIREE CHECKLIST FOR INSURANCE BENEFITS

Congratulations on your retirement! As an Investment Plan retiree, you need to be aware of State Group Insurance benefit options available to you. You will never be called to enroll. All official providers include the DMS or division logo in their communications.

If you do not continue health and life insurance coverage when you retire, you cannot re-enroll unless you return as a benefits-eligible employee.



Department of MANAGEMENT SERVICES
Division of State Group Insurance

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For information about selecting your benefits, visit MyBenefits.MyFlorida.com/MyHealth/Retirees.

INSURANCE BENEFITS FOR INVESTMENT PLAN RETIREES

If you are enrolled in the FRS Investment Plan, and were enrolled in employee health and life coverage when you terminated employment for reason of retirement, you will need to enroll in COBRA health coverage until you are considered retired. You are considered retired when you take a distribution, which generally takes two months.

Be sure your home and mailing addresses, email address, and phone numbers are up-to-date in the People First (PF) system. If you do not continue health and life insurance coverage when you retire, you cannot re-enroll unless you return as a benefits-eligible employee.

As a new retiree, you need to be aware of State Group Insurance benefit options available to you. They are:

Health Insurance

- ☐ To continue State Group Insurance benefits, be sure you meet State Group Insurance vesting requirements pursuant to s. 110.123(2)(g), Florida Statutes.
- ☐ Complete the Application for Retirement and Initial Distribution Form.
- ☐ Once you take a retirement distribution, you are considered a retiree.
- ☐ After you receive the retirement distribution, submit the SUSORP letter (stating that you took the initial distribution) to PF. Your retiree coverage will begin the first of the month following your distribution.
- ☐ To ensure coverage between your separation and official retirement, contact PF to enroll in COBRA or Eligible Former Employee coverage.
- ☐ You can be eligible to use COBRA for 18 months. Complete and submit the COBRA Enrollment Form to PF within 60 days of your retirement.
- ☐ Eligible retirees will receive $7.50 per month for each year of service credit earned. The payment is at least $45 but not more than $225 per month. Complete the HIS Application for Investment Plan Retirees Form to receive the HIS benefit.
- ☐ As a retiree, if you end State Group Insurance coverage, you cannot rejoin State Group Insurance later.

Group Term Life Insurance

Upon retirement, if you were enrolled in employee basic life insurance, you will automatically be enrolled into a $2,500 retiree coverage, unless you make an active change within 60 calendar days from your last day worked. Dependent, spouse, and optional life are not available. You can continue your coverage as long as you make premium payments. Choices are:

- ☐ Elect $2,500 for $6.38/month.
- ☐ Elect $10,000 coverage for $25.51/month.
- ☐ Discontinue life insurance coverage as a retiree. If you end life insurance coverage, you will not be allowed to join the plan at a later date as a retiree.
- ☐ If you make an election, complete the Beneficiary Designation Form.

Dental and Vision Insurance

- ☐ Members may elect to keep dental and/or vision coverage for up to 18 months through COBRA.

Other Supplemental Insurance

Contact the supplemental insurance company directly to convert to a private policy. There may be age limitations or no coverage for Medicare members.

Savings and Spending Accounts

Health Savings Account (HSA)
You can make post-tax contributions to your HSA until you are enrolled in Medicare. After you end employment, the State will no longer contribute.

Flexible Spending Account (FSA)
FSA automatically ends the day of your last payroll. Only expenses incurred before your last payroll deduction or the end of the plan year (whichever date is earliest) are eligible for reimbursement. You must file claims for reimbursement by the tax filing date of the following plan year. Any funds remaining after all eligible expenses are reimbursed will be forfeited. You have the option to continue your healthcare or limited purpose FSA for the remainder of the plan year in which you retire under COBRA or paying DSGI directly.

Dependent Care FSA: Ends with your last employee payroll deduction, but you can file claims that were incurred before your termination date.

Health Reimbursement Account (HRA) and the Shared Savings Program
As long as you are enrolled in a State Group Insurance retiree health plan, you can continue to deposit Shared Savings rewards into your HRA. Select an HRA that will receive your Shared Savings rewards.

Medicare

- ☐ Read the Medicare Checklist.

For information about selecting your benefits, visit MyBenefits.MyFlorida.com/MyHealth/Retirees.

RESOURCES

Submit Forms

Use People First, the State's online, self-service, secure HR portal to confirm the following contact information:

- ☐ Home address (No P.O. Box)
- ☐ Email address
- ☐ Phone numbers

Submit the following forms to People First:

- ☐ Medicare Card
- ☐ COBRA Enrollment Form
- ☐ When Employment Ends Form
- ☐ HIS Application: Investment Plan Retirees Form
- ☐ Investment Plan Beneficiary Designation Form (online version)

Submit the following form to Division of Retirement:

- ☐ Application for Retirement and Initial Distribution Form

How to Pay for Benefits

Select one of the two ways to pay for benefits:

- ☐ Authorize monthly payments from your financial institution. You can pay up to one year in advance.
- ☐ Mail a personal check, cashiers's check, or money order by the 10th day of each month for the following month's coverage. Include your PF ID number on your payment.

Mail payments to:
People First
P.O. Box 5437
Tallahassee, FL 32314-5437

Note: COBRA or Eligible Former Employee premiums must be paid by personal check, cashiers's check or money order by the 10th day of each month for the following month's coverage. Include your PF ID number on your payment.

RETIREE CONTACT INFORMATION

Secondary Health and Life Plans

HMO (See HMO regions for coverage)

Aetna
Phone: 877-858-6507
Video in English | Spanish
AetnaStateofFlorida.com

Capital Health Plan
Phone: 850-518-6679
Video in English
CapitalHealth.com/state

PPO (Nationwide)

Florida Blue
Phone: 800-825-2583
Video in English | Spanish
FloridaBlue.com/stateemployees

Metropolitan Life Insurance Company - Term Life
Phone: 844-222-9140
200 Park Avenue, New York, NY 10166
MetLife.com/StateofFl/Life

Other

Florida SHINE Program (Medicare Counseling)
Phone: 800-963-5337 FloridaSHINE.org

Medicare
Phone: 800-633-4227 Medicare.gov

MA-PD Plans

The Division of State Group Insurance offers the Medicare Advantage Prescription Drug (MA-PD) plans to retirees, COBRA participants, surviving spouses, those who were laid off, and vested legislators who are enrolled in a State Group Insurance health plan and are enrolled in Medicare Part A (hospitalization coverage) and Part B (medical coverage). MA-PD plans are not offered to active employees.

An MA-PD includes Part A, Part B, and Part D (prescription drug coverage). Enrollment in a MA-PD plan is optional. You will never be called to enroll. All official communications will include the DMS or division logos. The two qualified group plan providers are:

- Capital Health Plan Retiree Advatage and Classic MA-PD HMO
- Humana MA-PD HMO and PPO

People First Service Center (Website)

Phone: 866-663-4735, Option 2

Upload Documents: People First
Log into your account. Go to upper right corner, click **Upload** and follow the steps.

Mail Payments:
P.O. Box 5437, Tallahassee, FL 32314-5437

Mail Forms:
P.O. Box 6830, Tallahassee, FL 32314-6830

For information about selecting your benefits, visit MyBenefits.MyFlorida.com/MyHealth/Retirees.